Cape Fear Community College

2005-2006

Catalog and Student Handbook

Digitized by the Internet Archive
in 2017 with funding from
North Carolina Digital Heritage Center

https://archive.org/details/capefearcommunit2005cape

Cape Fear Community College

WILMINGTON CAMPUS
411 NORTH FRONT STREET
WILMINGTON, NORTH CAROLINA 28401-3910
(910) 362-7000

NORTH CAMPUS
4500 BLUE CLAY ROAD
CASTLE HAYNE, NORTH CAROLINA 28429-6114
(910) 362-7700

Affirmative Action / Equal Opportunity College
www.cfcc.edu

CATALOG 2005-2006

VOLUME XXXV **APRIL, 2005**

CAPE FEAR COMMUNITY COLLEGE

NOTE
The catalog and handbook are published for the purpose of providing information about the College and its programs. Announcements contained herein are subject to change without notice and may not be regarded in the nature of binding obligations on the College or the State. Efforts will be made to keep changes to a minimum, but changes in policy by the North Carolina State Legislature, the North Carolina Community College System, or by local conditions may make some alterations in curricula, fees, etc., necessary.

NON-DISCRIMINATION POLICY
Cape Fear Community College, its faculty and staff, and the Board of Trustees are committed to equality of educational opportunity. The College does not discriminate against applicants, students, or employees. Moreover, the College is committed to cultural diversity and actively seeks larger numbers of minorities within the College community. This policy applies to both students and employees at all levels of the College's operations.

ACCREDITATION
Cape Fear Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees. The address and telephone number of the Southern Association of Colleges and Schools is 1866 Southern Lane, Decatur, GA 30033-4097 (404) 679-4500.

MEMBER OF
Cape Fear Community College is a member institution of the North Carolina Community College System, the League for Innovation in Community Colleges, and the American Association of Community Colleges.

CERTAIN PROGRAMS ARE ACCREDITED BY
Associate Degree Nursing: The National League for Nursing Accrediting Commission. The address and telephone number of the National League for Nursing Accrediting Commission is 350 Hudson Street, New York, NY,10014, 1-800-669-1656.

Criminal Justice Technology: The North Carolina Criminal Justice Education and Training Standards Commission. The address and telephone number of the North Carolina Criminal Justice Education and Training Standards Commission is NC Criminal Justice Standards Division, NC Department of Justice, 114 West Edenton Street, PO Drawer 149 Raleigh, NC 27602, (910) 716-6470.

Dental Assisting: The Commission on Dental Accreditation of the American Dental Association. The address and telephone number of the Commission on Dental Accreditation of the American Dental Association is 211 East Chicago Avenue, Chicago, IL 60611-2678, (312) 440-4653.

Dental Hygiene: The Commission on Dental Accreditation of the American Dental Association. The address and telephone number of the Commission on Dental Accreditation of the American Dental Association is 211 East Chicago Avenue, Chicago, IL 60611-2678, (312) 440-4653.

Occupational Therapy Assistant: The Accreditation Council for Occupational Therapy Education (ACOTE of the American Occupational Associate Therapy Association (AOTA), located at 5720 Montgomery Lane, PO Box 3220, Bethesda, MD 20824-1220, (301) 652-AOTA.

Phlebotomy: The National Accreditation Agency for Clinical Laboratory Sciences, 8710 W. Bryn Marr Avenue, Suite 670, Chicago, IL 60631-3415, (773) 714-8880.

Radiography: The Radiography Program is accredited by the Joint Review Committee on Education in Radiologic Technology, 20 N. Wacker Drive, Suite 2850, Chicago, Il 60606-3182, Tel. (312) 704-5300, www.jrcert.org.

"ADMISSION TO ANY AND ALL EDUCATIONAL PROGRAMS OFFERED BY CAPE FEAR COMMUNITY COLLEGE IS MADE WITHOUT REGARD TO RACE, COLOR, SEX, RELIGION, NATIONAL ORIGIN, PHYSICAL HANDICAP OR OTHER

Table Of Contents

President's Welcome 1
State Board of Community Colleges 1
Local Board of Trustees 1
Mission Statements 2
The College 2
College Calendar 3
Admissions 4
- Selective Admissions/Health Science Programs 4
- Admission of Transfer Students 4
- Re-Admission of Curriculum Students 5
- Admission of Transient Students 5
- Provisional Admission 5
- Admission of Non-degree Seeking Student 5
- Special Credit-Lifelong Learners 5
- High School Students Enrolling in CFCC Classes 5
- Admission of Out-of-State Students 6
- Admission of International Students 6

General Admissions Process 7
Services to Students 7
- Where to Go For What 7
- Campus Visits 8
- Orientation 8
- Campus Cruiser 8
- Counseling 8
- Disability Support Services 8
- Career and Testing Services 8
- Placement Testing 8
- Placement Testing Options 8
- Placement Test Advising Guide 9
- ASSET Test 10
- Accuplacer Test 10
- Retest Policy 10
- GED Testing 10
- Retention and Graduation Rate Information 10
- Developmental Studies 10
- The Learning Lab 12
- Health Services 13
- Learning Resources Center 13
- Continuing Education Services 13
- Human Resources Development 13

Registration Information 13
- Semester System 13
- Semester Hour Credit 13
- Course Load 13
- Procedures for Registering for Classes 14
- TRAC 14
- Drop/Add/Late Registration 14
- Auditing Courses 14
- Withdrawal 14

Academic Information 14
- Student Advisement 14
- Grading and Grade Point Averages 15
- Grading System 15
- Grading Scale 15
- Translating Course Grades into GPA 15
- Attendance 15
- Student Participation in CFCC Activities 15
- Final Grades 16
- Incomplete Grades 16
- Credit by Proficiency 16
- Advanced Placement 16
- Cooperative Education 16
- CLEP 16
- North Carolina High School to Community College Articulation Agreement 17
- Experiential Learning 17
- Program of Study 17
- Program Change 17
- Catalog of Record 17
- Course Repeat Policy 18
- Academic Forgiveness 18
- Grade Appeal Procedure 18
- Satisfactory Progress Standards 19
- Academic Warning, Probation and Suspension 19
- Re-enrollment after Academic Suspension 19
- Right of Appeal 19
- Cheating 19
- Right of Appeal 20
- Prerequisites and Corequisites 20
- Waiver of Prerequisites and Corequisites 20
- Requirements for Graduation 20
- Computer Competency 20
- Intent to Graduate 20
- Scholastic Honors 20

Financial Aid 21
- Types of Aid Available 21
- Applying for Financial Aid 21
- Verification 21
- Awards/Notification 21
- Satisfactory Progress 21
- Eligibility Standards 21
- Appeal 21
- Tuition/Fees/Books 22
- Scholarships 22
- Foundation Scholarships 22
- Scholarships for Full-Time Students 22
- Merit Scholars 28
- Student Ambassadors 28
- Veterans Educational Benefits 28
- Maintaining Veterans Educational Benefits 28
- Vocational Rehabilitation 28

Expenses 29
- Tuition 29
- Student Fees 29
- Student Identification Card 29
- Parking Permits 29
- Insurance 29
- Textbooks and Educational Tools 29
- Bookstore 29
- Refund 29
- Return Check Guidelines 29
- Transcript of Record 30
- Graduation Fees 30
- Institutional Indebtedness 30
- Personnel in the Armed Services 30

Student Activities 30
- Athletics and Intramural Activities 30
- Student Activity Center 30
- Student Government Association 30
- Social Activities 31
- Student Ambassadors Program 31
- Phi Theta Kappa 31
- Clubs and Organizations 31
- Student Publications 33

General Information 33
- Change of Name/Address 33
- Children on Campus Policy 33

Dress 33
Food Services 33
Graduation Needs 33
Housing 33
Lost and Found 33
Parking 33
Telephones 33
Student Expectations, Rights and Responsibilities 34
Student Records 34
Rights of Students 34
Rights of Parents 34
Rights of Faculty 34
Rights of Administration 34
Directory Information 34
Computer Acceptable Use Policy 35
Conduct 35
Conduct Probation and Suspension 36
Right of Appeal 36
Classroon Rules 36
Weapons on Campus 36
Crime Awareness and Campus Security Policy 36
Crime Data 37
Judicial Board 37
Grievance Procedure 37
Written Student Complaint 37
Sexual Harassment 38
Evacuation of Building 38
Emergency Evacuation 38
Drug and Alcohol Policy 38
Extended Services-Continuing Education 40
General Course Information 40
Basic Skills Division 42
Center for Business, Industry and Government 43
Public Health and Safety Division 44
Community Services and Self-Supporting Divison 45
Burgaw Campus 45
Hampstead Campus 46
Teleconferencing 46
Distance Learning 46
Programs of Study 47
College Transfer 49
Associate in Arts General Studies 55
Associate in Science General Studies 58
Associate in Arts Pre-Majors
Art Education 61
Business Education and Marketing Education 63
Criminal Justice 65
Elementary Education 68
English 72
English Education 75
History 77
Middle Grades Education, and Special Education 80
Political Science 83
Psychology 85
Social Work 88
Sociology 90
Speech/Communication 92
Associate in Fine Arts Pre-Major
Drama 95
Associate in General Education 98
Associate in Applied Science, Diploma
and Certificate Programs 98
Accounting 98
Air Conditioning, Heating
& Refrigeration Technology 99
Architectural Technology 100
Associate Degree Nursing 100
Autobody Repair 100
Automotive Mechanics 101
Basic Law Enforcement Training 102
Boat Building 103
Business Administration 103
Banking and Finance 104
Carpentry 104
Chemical Technology 105
Community Spanish Interpreter 106
Computer Engineering Technology 107
Networking 108
Web Development 108
Computer Information Systems 108
Cosmetology 109
Criminal Justice Technology 110
Culinary Technology 112
Customer Service 113
Dental Assisting 113
Dental Hygiene 114
Drafting 115
E-Commerce 115
Early Childhood Associate 116
Electrical/Electronics Technology 118
Electronics Engineering Technology 119
Esthetics Technology 120
Esthetics Instructors 120
Film and Video Production Technology 120
Hotel and Restaurant Management 121
Industrial Systems Technology 123
Instrumentation Process Controls 124
Interior Design 126
Landscape Gardening 127
Retention Pond Management 128
LPN Refresher 128
Machining Technology 128
Manicuring/Nail Technology 129
Marine and Diesel Mechanics 129
Marine Propulsion Systems 130
Marine Technology 131
Mechanical Engineering Technology 132
CAD Drafting 132
Electrical/Electronic CAD Drafting 133
Medical Sonography 133
Medical Transcription 134
Nursing Programs
Associate Degree Nursing (RN) 135
LPN Refresher 135
Practical Nursing (LPN) 136
Occupational Therapy Assistant 136
Office Systems Technology 137
Paralegal Technology 138
Pharmacy Technology 140
Phlebotomy 140
Practical Nursing (LPN) 140
Radiography 141
Real Estate 141
Real Estate Appraisal 142
Truck Driver Training 142
Welding Technology 143
Course Descriptions 144
Administration and Faculty 243

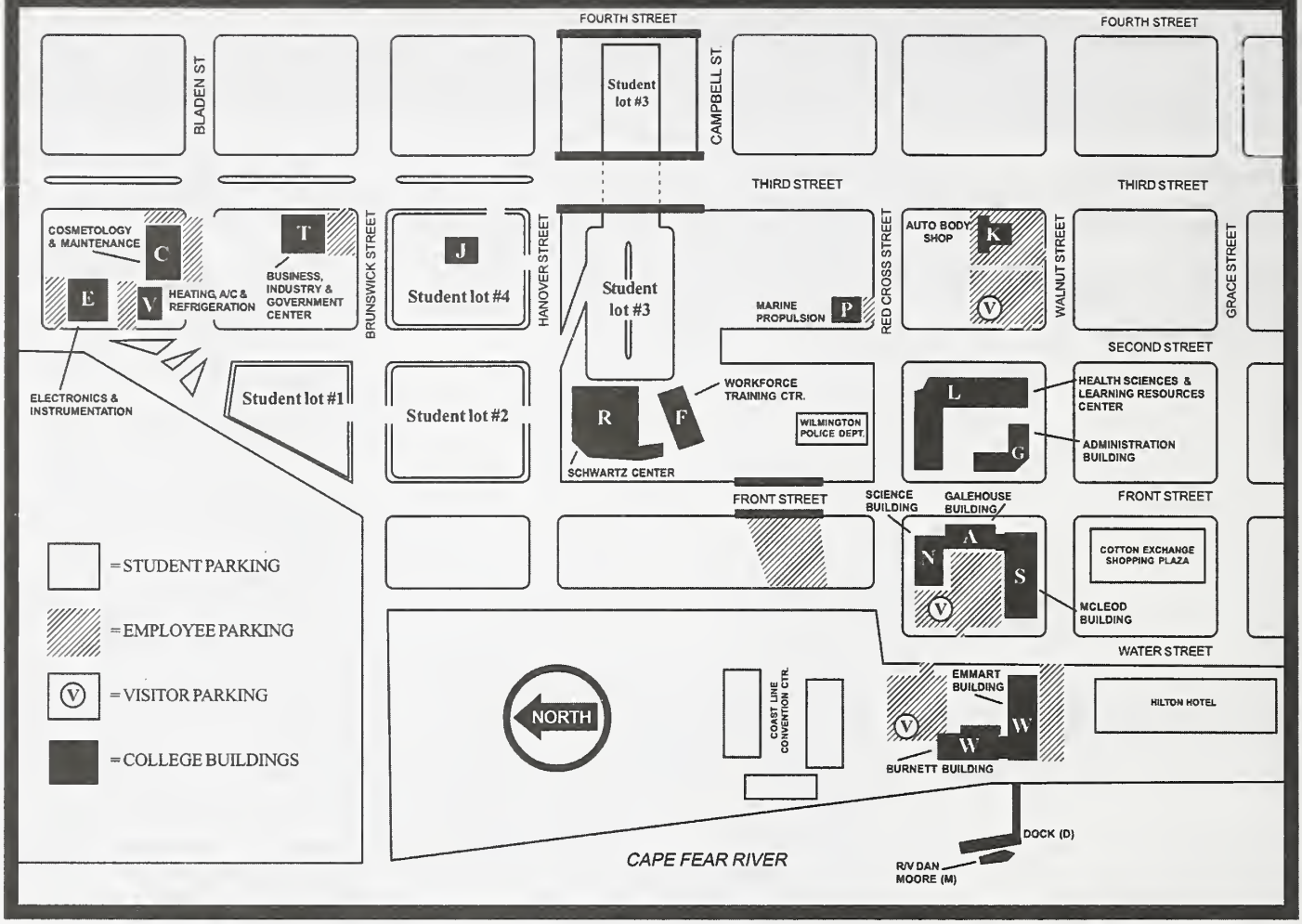
Performance Measures and Standards

Colleges must meet standards set on twelve performance measures adopted by the General Assembly and the State Board of Community Colleges effective July 1, 1999. Cape Fear Community College's performance on the twelve measures for the 2002-2003 reporting period is as follows:

Performance Measure	Standard	CFCC Performance
1. Progress of Basic Skills Students	75% of all adult literacy students are expected to progress within a level, complete a level or advance to next level.	76% progressed
2. Passing Rates on Licensure and Certification Examinations by First Time Test Takers	Two standards must be met: 1. 80% aggregate institutional passing rate and 2. A minimum 70% passing rate on any single reported examination.	1. Aggregate score: 88% 2. Individual scores: Cosmetology- 82% (11) Apprentice-100% (14) Manicurist- 82% (17) Esthetics- 93% (15) Dental Hygiene- 100% (13) Radiography- * LPN-100% (18) ADN-97% (72) EMT-91% (122) EMT-P-86% (14) EMT-I-65% (34) BLET-81% (58) Real Estate Sales-64% (11) * = number too small to report without violating students' privacy
3. Goal Completion of Program Completers and Non-Completers	95% surveyed must indicate they met their goals.	98%
4. Employment Status of Graduates	95% of graduates (adjusted for local employment) will be employed. CFCC's standard is 94% after adjustment for local employment.	98.85%
5. Performance of College Transfer Students	85.9% of college transfers are expected to achieve a GPA of 2.0 or better after 2 semesters at a UNC institution.	85% of transfers achieved a GPA of 2.0 or better 83.6%- 24 or more semester hours; 87.6%- Associate Degree recipients
6. Passing Rates of Students in Developmental Courses	70% of students completing a developmental course will have a grade of "C" or better.	70% (Math-69% grade "C" or better; English-72% grade "C" or better, Reading-70% grade "C" or better)
7. Success Rates of Developmental Students in Subsequent College-Level Courses	No statistically significant difference in the performance of developmental students as compared to the performance of students not required to take developmental courses.	There are no statistically significant differences in the performance of CFCC developmental students when compared to the performance of CFCC non-developmental students.
8. Satisfaction of Program Completers and Non-Completers with Programs and Services of the College	90% surveyed will report being satisfied with the quality of CFCC's programs and services.	98% satisfied
9. Curriculum Student Retention and Graduation	60% of the fall semester cohort will graduate or will still be enrolled the following fall semester.	70% graduated or are still enrolled.
10. Employer Satisfaction with Graduates	85% of employers surveyed will report satisfaction with preparation of the community college students.	93% of employers reported satisfaction.
11. Client Satisfaction with Customized Training	90% of businesses/ industries surveyed will report satisfaction with the services provided by CFCC.	100% satisfied
12. Program Enrollment	An average of 10 students per program over a three-year period.	1 program had an average of less than 10 over a three-year period.

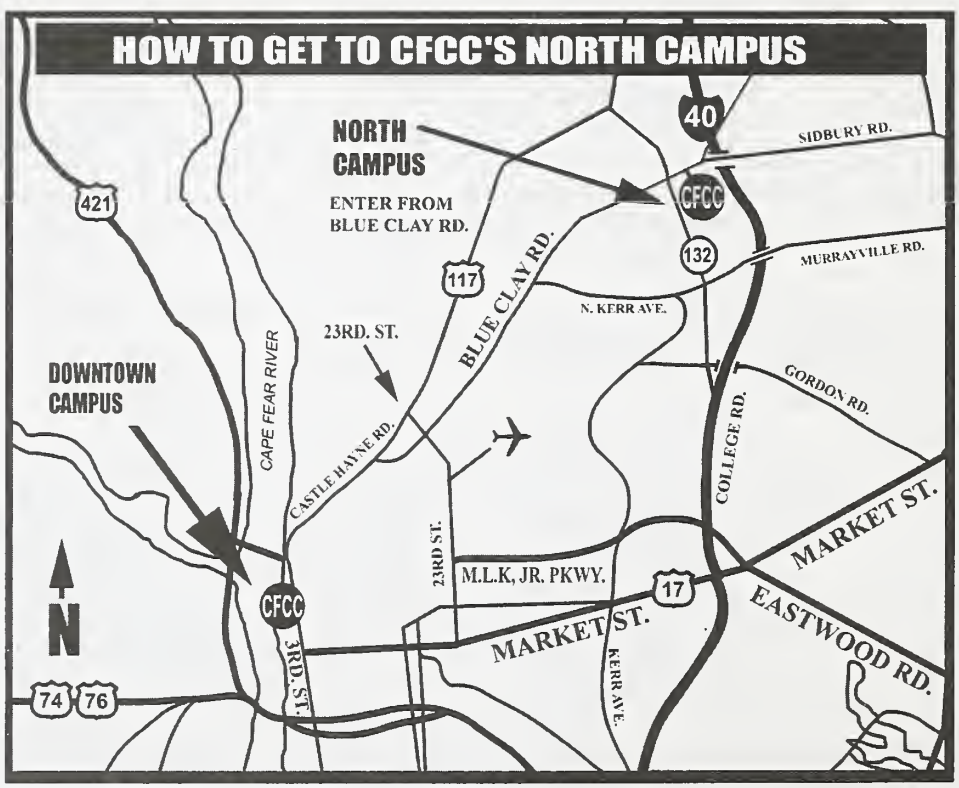
For more detailed information about the Performance Measures and Standards, visit the Cape Fear Community College's Institutional Effectiveness web page at http://cfcc.edu/ie/measures.htm.

CAPE FEAR COMMUNITY COLLEGE - DOWNTOWN WILMINGTON CAMPUS



Public Information Office 3/18/02

HOW TO GET TO CFCC'S NORTH CAMPUS



President's Welcome

Thank you for considering Cape Fear Community College as you make decisions about education and training—decisions that are critical to your future. The entire College family—fellow students, faculty and staff, trustees, and CFCC friends and supporters—joins me in inviting your review of this catalog. Then call and arrange to visit the campus. It would be our pleasure to show you around and to answer any questions.

CFCC offers small classes, personable college staff, and lots of individual assistance for students throughout the course of their studies. This support system—in combination with your dedicated efforts—is a winning formula.

Your future begins now—welcome to Cape Fear Community College!

Eric B. McKeithan
President, Cape Fear Community College

State Board of Community Colleges

Dr. Jeannette Council ..... Fayetteville, NC
Mr. James W. Daniels ..... Asheville, NC
Dr. Stuart B. Fountain ..... Greensboro, NC
Dr. Bob H. Greene ..... Winston-Salem, NC
Mr. G. Gordon Greenwood ..... Asheville, NC
Ms. Sandra L. Hayes ..... Waynesville, NC
Ms. Anne-Marie Knighton ..... Edenton, NC
The Honorable Estell C. Lee ..... Wilmington, NC
Mr. Chester P. Middlesworth ..... Statesville, NC
The Honorable Richard H. Moore
State Treasurer, Ex Officio ..... Raleigh, NC
Mr. Thomas Norman ..... Charlotte, NC
The Honorable Beverly Perdue
Lt. Governor, Ex Officio ..... Raleigh, NC
Dr. Linwood Powell ..... Fayetteville, NC
Mrs. Hilda Pinnix-Ragland ..... Cary, NC
Ms. B. Joanne Steiner ..... Wake Forest, NC
Ms. Ann Turlington ..... Clinton, NC
Ms. Norma Bulluck Turnage ..... Rocky Mount, NC
Mr. Herbert L. Watkins ..... Charlotte, NC
Mr. James J. Woody, Jr. ..... Roxboro, NC
Student Representative

Local Board of Trustees

Mr. Carl A. Byrd, Sr. ..... Wilmington, NC
Mrs. Jennifer C. Casey ..... Wilmington, NC
The Honorable W. Allen Cobb, Jr. ... Wrightsville Beach, NC
Mr. C. Edward Crowell ..... Wilmington, NC
The Honorable R. Theodore Davis, Jr. ..... Wilmington, NC
The Honorable Lethia S. Hankins ..... Wilmington, NC
Mr. Kenneth J. McGee ..... Wilmington, NC
Dr. Wendell "Mac" Murray, Jr. ..... Topsail Beach, NC
Mr. William N. Rose ..... Wrightsville Beach, NC
Mrs. Barbara S. Schwartz ..... Wilmington, NC
Mr. Robert H. Williams ..... Wilmington, NC
Mrs. Connie S. Yow ..... Wilmington, NC
President, Student Government Association ..... CFCC

Mission Statement for the North Carolina Community College System

The mission of the North Carolina Community College System is to open the door to high-quality, accessible educational opportunities that minimize barriers to post-secondary education, maximize student success, and improve the lives and well-being of individuals by providing:

- Education, training and retraining for the workforce, including basic skills and literacy education, occupational and pre-baccalaureate programs.
- Support for economic development through services to and in partnership with business and industry.
- Services to communities and individuals, which improve the quality of life.

Adopted by the State Board of Community Colleges, October 1993; revised March 1994, April 1994; reaffirmed January 1998; affirmed October 21, 1999 by System Planning Council.

Mission Statement for Cape Fear Community College

Cape Fear Community College is an open door, multi-campus, comprehensive community college that strengthens the academic, economic, social and cultural life of the citizens of New Hanover and Pender counties.

As a member of the North Carolina Community College System, Cape Fear Community College fully supports the system mission and fulfills its purposes by:

- Focusing on vocational, technical, pre-baccalaureate, literacy education, and continuing education programs and services;
- Recruiting, enrolling, advising and retaining a diverse student body;
- Recruiting, retaining and developing a highly qualified and diverse faculty and staff who are dedicated to quality education and service to the College and the community;
- Evaluating existing programs and implementing new curricula and instructional strategies to serve the changing needs of the service area;
- Providing support services that help students succeed;
- Enhancing student life through clubs, cultural activities, leadership opportunities, and athletics; and
- Interacting and cooperating with others to encourage, promote and facilitate economic and community development.

Approved by the CFCC Board of Trustees, March 23,1995; revised January 18, 1996; revised November 19, 2003.

Cape Fear Community College Vision Statement

"Cape Fear Community College: Building a future-oriented world-class workforce and a community of lifelong learners in partnership with regional businesses and agencies. Imagine the possibilities!"

Approved by the CFCC Board of Trustees, March 26, 1998.

The College

Cape Fear Community College is a comprehensive community college that offers education and training services through numerous (1) **TECHNICAL/VOCATIONAL CURRICULA** in such broad areas as health care, business, engineering technologies, computer sciences, architecture/construction/interior design, law enforcement and numerous other fields, (2) **COLLEGE TRANSFER/UNIVERSITY PARALLEL** studies in the freshman and sophomore years of baccalaureate programs, and (3) a host of **CONTINUING EDUCATION** programs that can be broadly clustered into such categories as Basic Skills (including Adult High School and GED, among other programs), Occupational Extension (custom-designed training related directly to the in-service training needs of various professions), and Community Services/Self-Supporting classes that may include a wide range of avocational interests.

The core of the College's mission is world-class workforce development.

CFCC is one of fifty-nine institutions comprising the North Carolina Community College System. The North Carolina Community College System and its constituent institutions operate in accord with legislation enacted by the North Carolina General Assembly and as contained in Chapter 115D of the North Carolina General Statutes. Governance of Cape Fear Community College is further defined by policies, rules, and procedures as promulgated in accord with state and federal laws by the North Carolina State Board of Community Colleges, the Cape Fear Community College Board of Trustees, and College officials.

The service area of Cape Fear Community College includes New Hanover and Pender counties with campuses located in Wilmington, Burgaw, and Hampstead. An additional North campus opened in Fall 2002 in the northern section of New Hanover County. Several CFCC technical and vocational programs are unique to southeastern North Carolina and to the state as a whole, and the College therefore serves as a regional provider of workforce training. The number of different students annually enrolling at the College typically exceeds 21,000.

Calendar 2005-2006

Fall 2005

New Student Orientation/Registration (By invitation only)
(Tuition due at time of registration)..... August 18
Fall In-Service for College faculty & staff..... August 19
Registration/Drop/Add 8:00 am-7:00 pm..... August 22
Classes Begin..... August 24
Late Registration/Drop/Add/Concurrent Enrollment
(Last day to register for classes)..... August 24
Drop/Add Only..... August 25
Last day for a tuition refund (75%) All Classes..... September 2
Labor Day-College Closed..... September 5
Grade of "W" begins
(Instructor signature required)..... Sept. 6-Sept. 27
Grade of "WP/WF" begins
(Instructor signature required)..... Sept. 28-Nov. 17
Fall Break (No classes Faculty/Students)..... Sept. 30-Oct. 1
Classes Resume..... October 3
Advisement for Spring 2006
(Currently enrolled students only)..... Oct. 24-Nov. 11
TRAC Registration for Spring 2006
(Currently enrolled students only)..... Oct. 31-Dec. 1
Grade of "WP/WF" begins (Instructor & Department Chair
signature required)..... Nov. 18-Dec. 20
Last Day to file "Intent to Graduate" for Fall 2005 .....November 22
Thanksgiving Break-No Classes..... November 23
Thanksgiving Holiday-College Closed..... November 24, 25 & 26
Classes Resume..... November 28
New Student Orientation/Registration (By invitation only)
(Tuition due at time of registration)..... December 7
Classes End..... December 20
Holiday-College Closed..... Dec. 22-Dec. 27 & Dec. 31

Refund of Tuition
100% through August 23
75% through September 2
None thereafter

Spring 2006

New Student Orientation/Registration (By invitation only)
(Tuition due at time of registration)..... December 7
Registration/Drop/Add 8:00 am-7:00 pm..... January 5
Spring In-Service for College faculty & staff..... January 6
Classes Begin..... January 7
Late Registration/Drop/Add/Concurrent Enrollment
(Last day to register for classes)..... January 9
Drop/Add Only..... January 10
Martin Luther King Holiday-College Closed..... January 16
Last day for a tuition refund (75%) All Classes..... January 19
Grade of "W" begins
(Instructor signature required)..... Jan. 20-Feb. 10
Grade of "WP/WF" begins
(Instructor signature required)..... Feb. 13-April 10
Last Day to File an "Intent to Graduate" for Spring 2006. March 17
Spring Break (No classes-Faculty/Students) .... March 27-March 31
Classes Resume..... April 1
Advisement for Summer/Fall 2006
(Currently enrolled students only)..... April 3-April 27
*TRAC Registration for Summer 2006
Tuition due at time of TRAC registration for Summer
(Currently enrolled students only)..... April 3-April 14
Azalea Festival-College Closed..... April 8
Grade of "WP/WF" begins (Instructor & Department Chair
signature required)..... April 11-May 9
Easter Holiday-College Closed..... April 14 & 15
Classes Resume..... April 17
TRAC Registration for Fall (tuition due July 26)
(Currently enrolled students only)..... April 18-May 5
Classes End..... May 9
Commencement..... May12

Refund of Tuition
100% through January 6
75% through January 19
None thereafter

*TRAC Registration dates are subject to change.
Please check class schedule.

Summer 2006

(10 week and 2-5 week sessions)

10 Week Session (May 23-August 2)
Registration/Drop/Add..... May 22
Classes Begin..... May 23
Late Registration/Drop/Add..... May 23
Memorial Day - College Closed..... May 29
Last Day for Tuition Refund (75%)..... May 30
Grade of "W" begins
(Instructor signature required)..... May 31-June 13
Advising Center Opens..... June 1-July 26
Registration 2nd 5 Week Session..... June 1- June 27
Registration/Drop/Add - Fall..... June 1- July 26
Grade of "WP/WF" begins
(Instructor signature required)..... June 14-July 17
Last Day to File an "Intent to Graduate" For Summer 2006 June 28
Independence Day-College Closed..... July 4
Grade of "WP/WF" begins (Instructor & Department Chair
signature required)..... July 18-Aug. 2
Fall Tuition due..... July 26
Classes End..... August 2
Commencement..... August 4

Refund of Tuition
100% through May 22
75% through May 30
None thereafter

1st 5 Week Session (May 23-June 27)
Registration/Drop/Add..... May 22
Classes Begin..... May 23
Late Registration/Drop/Add..... May 23
Last Day for Tuition Refund (75%)..... May 25

Grade of "W" begins All Classes
(Instructor signature required) ..... May 26-June 2
Memorial Day - College Closed ..... May 29
Advising Center Opens ..... June 1-July 26
Registration 2nd 5 Week Session ..... June 1- June 27
Registration/Drop/Add - Fall ..... June 1-July 26
Grade of "WP/WF" begins
(Instructor signature required) ..... June 5-June 19
Grade of "WP/WF" begins (Instructor & Department Chair
signature required) ..... June 20-June 27
Classes End ..... June 27
Last Day to File an "Intent to Graduate" For Summer 2006 June 28
Fall Tuition due ..... July 26
Commencement ..... August 4

Refund of Tuition
100% through May 22
75% through May 25
None thereafter

2nd 5 Week Session (June 28-August 2)
Advising Center Opens ..... June 1-July 26
Registration 2nd 5 Week Session ..... June 1- June 27
Registration/Drop/Add - Fall ..... June 1-July 26
Classes Begin ..... June 28
Late Registration/Drop/Add ..... June 28
Last Day to File an "Intent to Graduate" For Summer 2006 June 28
Last Day for Tuition Refund (75%) ..... June 30
Grade of "W" begins
(Instructor signature required) ..... July 3-July 10
Independence Day-College Closed ..... July 4
Grade of "WP/WF" begins
(Instructor signature required) ..... July 11-July 25
Grade of "WP/WF" begins (Instructor & Department Chair
signature required) ..... July 26-Aug. 2
Fall Tuition due ..... July 26
Classes End ..... August 2
Commencement ..... August 4

Refund of Tuition
100% through June 27
75% through June 30
None thereafter

Admissions

CFCC operates under an open door policy. This means that the College offers instruction to all adults. So if you are 18 years of age or older, or if you have a high school diploma or equivalent, and can benefit from courses and programs offered by our College, WE WELCOME YOU.

While CFCC advises all students to seek a high school diploma or equivalent, admission to certain certificate programs may be granted without prior completion.

Selective Admission/Health Science Programs

Certain CFCC academic programs have additional entrance requirements. Students applying for admission to those selective admission programs must meet general college admission requirements as well as specific program requirements.

Each of the selective admission programs requires that applicants be a high school graduate or have a GED, meet the minimum placement test scores required for the specific curriculum program and complete the program application process by the deadline established for that particular program. Prior college course completion with a grade of "C" or better in English and math could eliminate the placement test requirement. Students will need to consult with counselors.

Selective admission programs include: Associate Degree Nursing, Dental Assisting, Dental Hygiene, Nursing Transition, Occupational Therapy Assistant, Pharmacy Technology, Phlebotomy, Practical Nursing, Radiography, Sonography and through a cooperative agreement, Physical Therapist Assistant.

Students may visit the Counseling Office for specific program requirements and applications.

Admission of Transfer Students

1. Transfer students must complete CFCC's admission requirements.

2. Credits are transferred from regionally accredited institutions. Courses are transferred that compare in content, quality and credit hours to those offered at CFCC. CFCC will accept all courses completed with a grade of "C" or above from other North Carolina Community Colleges that apply to the student's program of study.

Transcripts of course work completed at a college or university located outside of the United States must be accompanied by (1) a certified English translation and course evaluation (2) course descriptions if transfer credit is needed. Contact the Director of Enrollment Management for acceptable translation and evaluation agencies.

3. Only courses with a grade of "C" or better will be transferred from other institutions to CFCC.

4. Credits transferred from other institutions will be denoted on the students CFCC transcript by "CT" (Course Transfer). Grades achieved at other institutions will not be used in the grade point average computation at CFCC.

5. Credit gained through advanced placement testing, experiential learning or proficiency testing will not be transferred directly as course work to CFCC.

6. Students should have official copies of all transcripts submitted early enough so that evaluation of transfer credit can be completed prior to registering for classes. Transfer credit for those transcripts received during the registration process will be completed by the end of the first academic session of enrollment. Faxed transcripts are not acceptable.

7. To receive a degree, diploma or certificate from CFCC, transfer students must complete at least 25 percent of program requirements at CFCC.

Re-Admission of Curriculum Students

Students (including CFCC graduates) returning to CFCC who have not been enrolled for a minimum of 3 years must submit a new Admissions Application. Students must also meet the admissions requirements for the current program of study including evaluation of all coursework earned at CFCC and other institutions.

Admission of Transient Students

Transient students are those who are admitted and enrolled in another college or university and wish to enroll in CFCC as a full-time student for one academic session.

Transient students must:

1. Submit a completed CFCC Admission Application.
2. Submit written permission from their home institution to enroll in CFCC.
3. Provide verification of completion of applicable prerequisites prior to enrolling in CFCC courses.

Provisional Admission

Students whose official high school transcripts have not been received by the Admissions and Records Office at the time of registration may be admitted provisionally. All admissions requirements must be met within thirty (30) calendar days from the first day of the academic session. Those students who do not meet admissions requirements within thirty (30) calendar days may be dropped from courses and will not be allowed to register until all admission requirements are met. Provisional admittance is granted during Late Registration only. Students must take the placement test prior to registration meeting any prerequisites.

NOTE: Official post-secondary transcripts are required; faxed transcripts are not acceptable.

Admission as a Non-Degree Seeking Student Special Credit

Students who are 18 years of age or older or have a high school diploma or equivalent but do not wish to enter degree or diploma programs may enter CFCC as "special credit" students. Students admitted as special credit students may carry only a part-time course load and must have their registration card approved by a counselor. **Special credit students must satisfy course requirements with placement testing or official post-secondary transcripts.** Official post-secondary transcripts are required; faxed transcripts are not acceptable. Admission as a special credit student does not constitute admission to any curriculum program. Special credit students may register part-time (no more than eleven (11) credit hours) in any given semester and no more than eight (8) credit hours during the Summer Session. Special Credit students may accumulate a total of eighteen (18) credit hours before being required to meet all admission requirements.

Students who enter a curriculum program from Special Credit status and receive VA benefits or Financial Aid must meet all admissions requirements prior to time of registration. Exceptions are programs which do not culminate in a degree, diploma or certificate and admissions requirements do not apply to these programs.

Special Credit - Lifelong Learners

Students who have no desire or intention to work toward a degree, diploma, or certificate and wish to take classes for personal development, enrichment, or simply for the joy of learning may enroll as Lifelong Learner. To be admitted as a Lifelong Learner, the student need only submit a completed college application for admission. Students admitted as Lifelong Learners may carry only a part-time course load and must have their registration approved by a counselor. Lifelong Learners must meet and verify course prerequisites including placement testing. Official post-secondary transcripts are required; faxed transcripts are not acceptable. Admission as a Lifelong Learner does not constitute admission to any curriculum program. A Lifelong Learner who wishes to be reclassified as a regular student **must** complete admission requirements as outlined in the General Admissions Process in this catalog. Lifelong Learners are not eligible to receive financial aid or Veteran's benefits.

High School Students Enrolling in CFCC Classes

Concurrent Enrollment/Huskins Classes

The New Hanover and Pender County Boards of Education encourage their students to participate in academic opportunities to enhance the students' educational goals. Cape Fear Community College, in cooperation with the New Hanover and Pender County Boards of Education, offers high school students college enrollment opportunities under the Huskins

and Concurrent Enrollment Programs. Tuition is waived for students enrolled in these programs. College credits will be awarded upon successful completion of courses.

Huskins classes are CFCC classes intended solely for high school students on high school and CFCC campuses. Students must be 16 years old or high school juniors and seniors at the time of enrollment. Tuition is waived, but students are responsible for books. Student activity and technology fees apply only to students taking classes on CFCC campuses or students desiring on-campus services.

The Dean of Vocational Technical Programs can extend Huskins opportunities within the Vocational Technical Division to high school freshman and sophomores in exceptional circumstances.

Concurrent Enrollment is enrollment in regular college classes by high school students who are at least 16 years old. High school students from other surrounding counties as well as home school students are eligible for concurrent enrollment. Concurrently enrolled students **can only register for classes during Late Registration** on a space available basis. See CFCC Academic Calendar in the front of this catalog for Late Registration dates. The student must be taking at least three non-block schedule or two block schedule courses at her/his high school and must be making satisfactory progress toward graduation as determined by her/his high school principal. Tuition is waived, but students are responsible for student activity and technology fees and books.

The public school or home school administrator of the school in which the Huskins or Concurrently Enrolled student is enrolled must initiate enrollment action. The high school principal or home school administrator and the Huskins/Concurrent Enrollment Counselors in the Admissions Office of Cape Fear Community College must approve individual student applications.

A high school student who wishes to enroll in curriculum classes must demonstrate the academic skills necessary to perform at the college level. Students must meet the same prerequisite and course admission requirements as adult students. Students are required to take a placement test (Accuplacer or ASSET) to meet established minimum requirements. Placement testing may be waived upon receipt of official SAT or ACT scores that meet established score requirements.

Admission of Out-of-State Students

Out-of-state students are admitted under the same admissions requirements as residents of North Carolina. Residency classification for out-of-state students will be determined at the time of admissions according to the laws of the State of North Carolina. General Statute 116-142.1 specifically states that to qualify as a resident for tuition purposes, a person must have established legal residence (domicile) in North Carolina and maintained that legal residence for at least 12 months immediately prior to his or her classification as a resident for tuition purposes. Furthermore, a person must establish that his or her presence in the state currently is, and during the requisite 12-month qualifying period was, for purposes of maintaining a bona fide domicile rather than of maintaining a mere temporary residence or abode incident to enrollment in an institution of higher education. Special rules and circumstances may affect the assessment of domicile for minors, married persons, active members of the armed forces and their dependents, aliens, federal personnel and prisoners. Exceptions are also made for families transferred by business within the past 12 months (up to 1% of total out-of-state students), students with employer-paid tuition, lawfully admitted public high school graduates, non-profit corporation sponsorships, teacher certifications, emergency workers and persons 65 years or older.

Applicants wishing additional information about the laws of North Carolina governing residency classification for students should contact the Director of Enrollment Management's office where copies of the law are maintained.

It is the student's responsibility to provide the College with the necessary information to prove in-state status. If a student wishes to apply for a change of status consideration, he/she must submit a Resident and Tuition Status Application (available in the Admissions and Records Office and the College's website) to the Director of Enrollment Management. At least two forms of legal documentation supporting a student's claim for in-state status must be attached at the time you submit this application. If the student chooses to appeal the classification assigned by the Director of Enrollment Management, he/she must file a written appeal to the Director of Enrollment Management within ten (10) days following the director's notification of residency status (electronic submissions are not acceptable). The appeal will then be forwarded to the Residency Status Subcommittee of the Judicial Board of CFCC who will review the appeal and make a determination to either uphold or reverse the applicant's residency classification. Should the student choose to appeal the determination of the Appeals' Committee, he/she may appeal to the State level by filing a written appeal to the Director of Enrollment Management within ten (10) days following the Appeals Committee's decision (electronic submissions are not acceptable). This appeal must include a statement of intent and grounds for appeal. The decision of the State Appeals' Committee is final.

Admission of International Students

Cape Fear Community College does not issue the I-20 necessary to obtain a student visa.

Any foreign individual who possesses proper documentation can attend CFCC. Copies of valid documentation must be submitted at the time the student makes application to the College. Most visas are acceptable except B1, B2, and student visas. For further information concerning international student admissions, contact the Director of Enrollment Management.

General Admissions Process

New students should complete all admission requirements at least two weeks prior to registration.

1. **APPLICATION** An application for admission must be submitted prior to placement testing and registration.

2. **OFFICIAL HIGH SCHOOL OR GENERAL EDUCATIONAL DEVELOPMENT (GED) TRANSCRIPT** An official high school or GED transcript from a regionally accredited institution which indicates the date of graduation must be submitted to CFCC. Official transcripts are those received either by mail or by hand-delivery to CFCC in the original, sealed envelope from the awarding institution or agency. Home schooled students must submit a copy of the home school's approved registration from the state in which they are registered. Written documentation of completion of competency testing is also required.

3. **OFFICIAL COLLEGE TRANSCRIPT(S)** Official college transcripts from all regionally accredited institutions of higher education previously attended must be submitted to CFCC.

4. **PLACEMENT TESTING** Students are required to take a placement test or qualify for a waiver as indicated below prior to acceptance into a curriculum program. (There is no charge for the placement assessment). All or parts of the placement assessment requirement may be waived upon receipt of official transcripts if the applicant:

- has satisfactorily completed college level English and/or Mathematics course above the developmental level.
- has made the following minimum scores within the last five years on the Scholastic Aptitude Test (SAT): Verbal/Writing/CriticalThinking-470; Math-450; ACT Verbal-19; Math-18 and has submitted proof of this to the Admissions Office.
- has achieved CFCC's cut-off scores for desired curriculum program by submitting official ASSET, COMPASS or Accuplacer scores taken within the last five years.
- placement assessment requirements may be waived for developmental course credit earned, with a "C" or better, at a school in the North Carolina System; or
- has successfully completed developmental courses at other institutions.

Students will need to consult with counselors.

Students and prospective students may take the ASSET or Accuplacer or combination of tests twice (2 times) in twelve (12) consecutive months (one initial test and one retest).

5. **MEDICAL EXAMINATIONS** A medical history is required for specific program admission or completion. Students are notified of this requirement as applicable to their programs of study. Selected programs within the college may require drug screening prior to final acceptance into the program. Contact Counseling for further information.

Services To Students

Where to go for What

Absences	Instructor
Academic Advising	Assigned Faculty Advisor
Academic Honors	Catalog/Admissions and Records
Academic Probation	Catalog/Counselors
Admissions	Student Development
Address Change	Admissions and Records
Advanced Placement	Counseling
Attendance	Instructor
Books/Supplies	Campus Bookstore
Bulletin Boards	Student Development
Career Counseling	Career and Testing
Change Program/Major	Counseling
Clubs and Organizations	Student Activities
Course Selection	Advisor/Counselor
Drop a Course	Instructor/Admissions and Records
Emergencies	Student Development
Fees	Business Office
Financial Aid	Financial Aid Office
First Aid	Labs/Student Development
General Interest Courses	Continuing Education
Grading System	Catalog/Admissions and Records
Insurance	Business Office
Job Placement	Career and Testing
Lost & Found	Switchboard Operator
Parking Permits/Regulations	Business Office
Personal Counseling	Counseling
Registration	Student Development
Student I.D. Card	Student Activities
Testing	Career and Testing
Transcripts	Admissions and Records
Transfer Counseling	Advisors/Counseling
Tutoring	Learning Lab
Veterans	Financial Aid
Withdrawal from a Course	Admissions and Records

Campus Visits

Cape Fear Community College encourages prospective students and parents to visit the campus and tour our facilities. Guided tours may be scheduled Monday through Friday between the hours of 10 a.m. and 2 p.m. by contacting the office of the Director of Enrollment Management. Appointments are necessary to ensure that appropriate staff will be available to answer questions. Information pertaining to academic programs, student services, and the admissions/registration processes will be presented during the tour.

Orientation

The Student Development Department offers orientation programs prior to the start of each academic session to acquaint new students to the College, its facilities, resources, services, activities, organizations and policies. Students accepted to the College will be invited to attend orientation. An online orientation program is also available on the College's website at www.cfcc.edu for distance learners.

All new students are encouraged to take advantage of these programs to maximize their opportunities at CFCC.

Campus Cruiser

Campus Cruiser is a web-based portal that links all aspects of campus life to create a community environment. It provides services such as e-mail, campus announcements, message boards, calendars, and discussion groups. Students are encouraged to check Campus Cruiser on a regular basis to receive important college information. A link to Campus Cruiser is on the College's website at www.cfcc.edu.

Counseling

Confidential academic, personal, and career counseling services are provided on an ongoing basis to all students. The counseling staff is available Monday through Thursday from 8 a.m. to 6 p.m. and on Friday from 8 a.m. to 5 p.m. unless otherwise posted. Summer hours may vary. Students are seen on a walk-in basis, or appointments may be made by calling (910) 362-7017.

The professional counseling staff is experienced in assisting students in developing skills and attitudes needed to deal effectively with their academic environment.

Students who are uncertain in selecting their major course of study or who are experiencing academic difficulty are encouraged to seek the assistance of a counselor. Students with personal concerns that may interfere with their academic success are also urged to seek guidance from the counseling staff.

When appropriate, the counseling staff may make (with the student's permission) referrals to community resources/agencies.

Disability Support Services

Cape Fear Community College and all employees shall operate programs, activities, and services to ensure that no otherwise qualified individuals with a disability shall be excluded from participating in, be denied the benefit of, or be subjected to discrimination under any such program, activity, or service solely by reason of their disability. Disability Support Services provides numerous services that assist students in reaching their academic goals. Assistance may include services such as registration assistance, personal counseling, auxiliary aides, student advocacy, interpreters for the hearing impaired, academic aides, assistive technology equipment, and other reasonable accommodations. To be eligible for support services, students must provide professional medical/psychological documentation of their disabilities, including associated functional limitations, to the Disability Support Services' staff. If classroom adaptations, interpreters, or academic aides are necessary to participate in class, advanced notice of 4 weeks is required to coordinate such services.

Career and Testing Services

Career counseling is available through the Office of Career and Testing Services. Students are assisted with career decision-making, employment trends, and educational requirements.

Job placement assistance is also available to students and graduates. Career Services provides on-line job listings through CFCC Career Connection. This on-line job bank gives students, graduates, and employers an opportunity to connect. The Employment Security Commission's (ESC) on-line job listing is also available to students and graduates.

Placement Testing

All applicants must take a placement examination (assessment) or qualify for a waiver as indicated below. The assessment is **not** an entrance examination. The primary purpose of placement examinations is to determine the individual's skill level and readiness. Assessment results will be used to determine the need, if any, for developmental placement. Faculty advisors will also use the results in planning students' programs and classes.

Placement assessments are administered in the following areas: **Writing**, **Reading** and **Mathematical** skills. All placement scores are valid for five years from date of examination. An admission application must be submitted prior to testing to ensure that results are properly posted.

Placement Testing Options

CFCC will accept official copies of assessment tests taken at other colleges (**ASSET**, **COMPASS, Accuplacer (CPT), SAT** or **ACT**). All students are required to have assessment test scores on file prior to being accepted at CFCC.

Assessment scores will be used to place students in classes according to CFCC's placement guide on page 9. All scores are valid for a period of five (5) years. Students submitting official SAT or ACT scores must meet the minimum scores listed on page 9.

All or parts of the placement assessment requirement may be waived upon receipt of official transcripts if the applicant

Placement Test Advising Guide

Applicants entering vocational/technical and college transfer courses must begin their English sequence with the course corresponding to their score levels on the following placement tests. When using placement scores for English, you must look at both Writing and Reading scores and use whichever is lower — Writing or Reading — for initial placement. For Mathematics, you must be proficient in Arithmetic/Numerical Skills before placement into any higher level math course.

WRITING PLACEMENT GUIDE

Testing not required with SAT Verbal/Writing 470, ACT English 19, or ENG 111 or equivalent with "C" or better

Score Ranges			Placement
Accuplacer (CPT)	ASSET	COMPASS	
20-40	23-34	0-19	ENG 075: Reading & Language Essentials
41-65	35-38	20-37	ENG 085: Reading & Writing Foundations
66-85	39-41	38-69	ENG 095: Reading & Comp. Strategies
86-120	42-55	70-100	Proficient in Writing Skills. Can take ENG 111 if proficient in Reading Skills.

READING PLACEMENT GUIDE

Testing not required with SAT Verbal/Critical Reading 470, ACT Reading 19, ENG 111 or equivalent with "C" or better

Score Ranges			Placement
Accuplacer CPT	ASSET	COMPASS	
20-38	23-34	0-41	ENG 075: Reading & Language Essentials
39-56	35-38	42-60	ENG 085: Reading & Writing Foundations
57-79	39-41	61-80	ENG 095: Reading & Comp. Strategies
80-120	42-55	81-100	Proficient in Reading Skills. Can take ENG 111 if proficient in Writing Skills.

MATHEMATICS PLACEMENT GUIDE

Testing not required with SAT Math 450, ACT Math 18 or credit for the appropriate college math required for your major.

ARITHMETIC/NUMERICAL SKILLS

You must be proficient in Arithmetic/Numerical Skills before placement into any higher level math course.

Score Ranges			Placement
Accuplacer CPT Arith.	ASSET Num. Skills	COMPASS Pre-Algebra	
20-56	23-41	01-43	MAT 060: (Required for any higher level math.)
57-120	42-55	44-100	Proficient in Arithmetic/Numerical Skills. Can take MAT 101 or higher.

ALGEBRA

Elem. Alg.	**Elem. Alg.**	**Algebra**	
20-56	23-37	0-39	MAT 070: Introductory Algebra
57-75	38-55	40-65	MAT 080: Intermediate Algebra or MAT 115, 120, 121, 140; CHM 131
Elem. Alg.	**Interm. Alg.**	**Algebra**	
20-56	23-29	0-39	MAT 070: Introductory Algebra
57-75	30-42	40-65	MAT 080: Intermediate Algebra or MAT 115, 120, 121, 140; CHM 131
76-120	43-55	66-100	MAT 151, 161 or 171
85-120	43-55	66-100	MAT 175 (additional prerequisites: High School Algebra III & Trig. recommended)

All placement scores are valid for 5 years.

has satisfactorily completed, with a grade of "C" or better, a college level English Composition and/or Mathematics course above the developmental level at an accredited college or university.

All or parts of the placement assessment requirements may be waived for developmental course credit earned, with a "C" or better, at a school in the North Carolina System. Students who have successfully completed comparable writing, reading and/or math developmental courses at other accredited institutions should see a counselor in Student Development for possible credit.

ASSET Test

The **ASSET** Test (**A**ssessing **S**tudents **S**uccess in **E**ntry and **T**ransfer) is a timed paper-and-pencil type assessment. The test is divided into four sections: writing, reading, numerical skills and algebra. Each section of the test is timed for twenty-five (25) minutes. Currently there is no fee for the test.

Accuplacer Test

The **Accuplacer** is an un-timed computer-based type assessment. The test is divided into four sections: sentence skills (writing), reading comprehension, arithmetic (numerical skills) and algebra. Currently there is no fee for the test.

Applicants/students need to bring a **#2 pencil**, a **picture ID**, and know their **social security number** and CFCC's **program of study**. The testing room opens fifteen (15) minutes prior to testing. Parking for testers at the downtown campus is available in the student parking lot located next to the Schwartz Center on North Front Street.

If alternative accommodations are necessary because of a diagnosed disability, requests for approval, assistance, and scheduling must be arranged through CFCC' s Coordinator of Disability Services.

A schedule of dates/times of the Placement Tests can be obtained from CFCC's website: www.cfcc.edu (Click on Admissions, Testing Services, and Placement Testing Schedule).

Retest Policy

Applicants/students can take the ASSET or Accuplacer or a combination of tests only twice in (12) twelve consecutive months. Prior to taking a placement test the second time, it is recommended that you visit CFCC's Learning Lab for individual instruction. It is also recommended that a student retest after successfully completing a developmental course in the subject area.

GED Testing

The General Education Development (GED) diploma is administered at CFCC. Successful completion of the *pre*-GED is required before applying to take the GED test. See Basic Skills Division, page 42.

Retention and Graduation Rate Information

Anyone wishing to obtain information about first-time students rate of persistence and/or graduation rates should contact the Office of the Director of Enrollment Management.

Developmental Studies

To help insure student success, the college offers developmental courses to students who need help in the basic skills: mathematics, reading, and/or writing. These courses are required for those students who have been identified by the Admissions and Records Office as needing enhancement in these areas.

A developmental biology course will be offered at least once a year and is recommended for those students who never enrolled in a high school biology course.

CFCC will recognize developmental courses completed with a grade of "C" or above at other North Carolina accredited institutions. Counselors will mail students a transfer credit slip following evaluation of their coursework. The transfer evaluation will be used for class placement by the advisor.

Developmental courses earn institutional credit; however, such credit does not apply toward the required hours for receiving a degree or in the calculation of grade-point averages. The college-wide grading scale applies to grades assigned in developmental courses. To pass developmental courses, students must achieve a grade of "C" or better. The grade of "D" is not given.

Below is a selected list of transferable courses for students who are deficient in reading and/or writing (an ASSET score less than 42 on reading and/or writing OR a CPT score less than 80 on reading or less than 86 on sentence skills). Some courses have additional prerequisites and corequisites (listed within parentheses), and students must comply with them. Reminders: Students may also take math courses if they (students) comply with the prerequisites and the corequisites. A student's placement in the math courses is based mainly on the math placement tests. RED 080 (not taught at CFCC) or ENG 085 is a corequisite for MAT 070 and MAT 080.

Courses	Credit Hours
ART 121—Design I	3
ART 122—Design II (Prerequisite: ART 121)	3
ART 131—Drawing I	3
ART 132—Drawing II (Prerequisite: ART 131)	3
ART 212—Gallery Assistantship I	1
ART 214—Portfolio and Resume	1
ART 231—Printmaking I	3
ART 232—Printmaking II (Prerequisite: ART 231)	3
ART 240—Painting I (Prerequisite: ART 131)	3
ART 241—Painting II (Prerequisite: ART 240)	3
ART 245—Metals I	3
ART 246—Metals II (Prerequisite: ART 245)	3
ART 261—Photography I	3
ART 262—Photography II (Prerequisite: ART 261)	3

ART 264—Digital Photography I....3
ART 265—Digital Photography II (Prerequisite: ART 264)....3
ART 266—Videography I....3
ART 267—Videography II (Prerequisite: ART 266)....3
ART 281—Sculpture I....3
ART 282—Sculpture II (Prerequisite: ART 281)....3
ART 283—Ceramics I....3
ART 284—Ceramics II (Prerequisite: ART 283)....3
ART 288—Studio....3
BIO 155—Nutrition....3
COM 111—Voice and Diction I....3
DRA 120—Voice for Performance....3
DRA 126—Storytelling....3
DRA 128—Children's Theatre....3
DRA 130—Acting I....3
DRA 131—Acting II (Prerequisite: DRA 130)....3
DRA 135—Acting for the Camera I....3
DRA 136—Acting for the Camera II (Prerequisite: DRA 135)....3
DRA 140—Stagecraft I....3
DRA 141—Stagecraft II (Prerequisite: DRA 140)....3
DRA 142—Costuming....3
DRA 145—Stage Make-up....2
DRA 147—Sound Technology (Prerequisite: DRA 140)....3
DRA 175—Teleplay Production I....3
DRA 176—Teleplay Production II (Prerequisite: DRA 175)....3
DRA 230—Acting III (Prerequisite: DRA 131)....3
DRA 231—Acting IV (Prerequisite: DRA 230)....3
DRA 240—Lighting for the Theatre....3
DRA 260—Directing (Prerequisite: DRA 130 and Corequisite: DRA 140)....3
DRA 270—Play Production III (Prerequisite: DRA 171)....3
DRA 271—Play Production IV (Prerequisite: DRA 270)....3
DRA 275—Teleplay Production III (Prerequisite: DRA 176)....3
DRA 276—Teleplay Production IV (Prerequisite: DRA 176)....3
GEL 113—Introductory Geology (Prerequisite: GEL 111 or GEL 120)....3
GEL 120—Physical Geology....3
GEL 230—Environmental Geology (Prerequisite: GEL 111 or PHS 130)....3
MUS 110—Music Appreciation....3
MUS 111—Fundamentals of Music....3
MUS 112—Introduction to Jazz....3
MUS 113—American Music....3
MUS 114—Non-Western Music....3
MUS 121—Music Theory I (Prerequisite: MUS 111)....4
MUS 123—Music Composition (Prerequisite: MUS 111 or MUS 121)....1
MUS 131—Chorus I....1
MUS 132—Chorus II (Prerequisite: MUS 131)....1
MUS 135—Jazz Ensemble I....1
MUS 136—Jazz Ensemble II (Prerequisite: MUS 135)....1
MUS 141—Ensemble I....1
MUS 142—Ensemble II (Prerequisite: MUS 141)....1
MUS 151—Class Music I....1
MUS 152—Class Music II (Prerequisite: MUS 151)....1
MUS 161—Applied Music I....2
MUS 162—Applied Music II (Prerequisite: MUS 161)....2
MUS 214---Electronic Music I (Prerequisite: MUS 111)....2
MUS 215---Electronic Music II (Prerequisite: MUS 214)....2
MUS 253—Big Band....1
MUS 261—Applied Music III (Prerequisite: MUS 162)....2
MUS 262—Applied Music IV (Prerequisite: MUS 261)....2
PED 110—Fit and Well for Life....2
PED 113—Aerobics I....1
PED 115—Step Aerobics I....1
PED 117—Weight Training I....1
PED 122—Yoga I....1
PED 125—Self-Defense--Beginning....1
PED 128—Golf-Beginning....1
PED 130—Tennis-Beginning....1
PED 143—Volleyball-Beginning....1
PED 145—Basketball-Beginning....1
PED 147—Soccer....1
PED 148—Softball....1
PED 170—Backpacking....1
PED 174—Wilderness Pursuits....1
PED 178—In-line Skating....1
PED 179—Roller Skating....1
PED 186—Dancing for Fitness....1
PED 187—Social Dance-Beginning....1
SPA 141—Cultural and Civilization....3

ACA 111—College Student Success (1 SHC)
While ACA 111 will not transfer to a senior institution, the course is listed as an elective in every college transfer program; and students will receive institutional credit. This course is designed to help students succeed in college and includes such topics as the following: campus facilities and resources; policies, procedures, and programs; study skills; and life management issues like health, self-esteem, motivation, goal-setting, diversity, and communication. ACA 111 is open to any student who may benefit from it but is strongly recommended for students who must take developmental reading or writing courses.

Students proficient in reading— an ASSET Reading score of 42 or above, or, a CPT Reading score of 80 or above—may take the selected list of transfer courses on pages 10 - 11 and the transfer courses listed below. Some courses have additional prerequisites and corequisites (listed within parentheses), and students must comply with them. Reminder: Students may also take math courses if they (students) comply with the prerequisites and the corequisites. A student's placement in the math courses is based mainly on the math placement tests.

Courses **Credit Hours**

ACC 120—Prin of Financial Accounting I....4
ACC 121—Prin of Accounting II (Prerequisite: A grade of "C" or better in ACC 120)....4
ANT 210—General Anthropology....3
ANT 220—Cultural Anthropology....3
ART 111—Art Appreciation....3
ART 114—Art History Survey I....3
ART 115—Art History Survey II....3
ART 116—Survey of American Art....3

ART 117—Non-Western Art History....3
BIO 110—Principles of Biology....4
BIO 111—General Biology I....4
BIO 112—General Biology II (Prerequisite: BIO 111)....4
BIO 150—Genetics in Human Affairs (Prerequisite: BIO 110 or BIO 111)....3
BIO 168—Anatomy and Physiology I....4
BIO 169—Anatomy and Physiology II (Prerequisite: BIO 168)....4
BIO 173—Microbes in World Affairs (Prerequisite: BIO 110 or BIO 111)....3
BIO 175—General Microbiology (Prerequisite: BIO 110, 163, 165 or 168)....3
BUS 115—Business Law I....3
CJC 111—Intro to Criminal Justice....3
CJC 121—Law Enforcement Operations....3
CJC 141—Corrections....3
COM 110—Intro to Communication....3
COM 120—Interpersonal Communication....3
COM 140—Intercultural Communication....3
COM 231—Public Speaking....3
COM 232—Election Rhetoric....3
COM 250—Public Communication (Prerequisites: ENG 113 or ENG 114 and COM 120 or COM 231)....3
DRA 111—Theatre Appreciation....3
DRA 122—Oral Interpretation....3
DRA 170—Play Production I....3
DRA 171—Play Production II (Prerequisite: DRA 170)....3
DRA 211—Theatre History I....3
DRA 212—Theatre History II....3
ECO 151—Survey of Economics....3
ECO 251—Prin of Microeconomics....3
ECO 252—Prin of Macroeconomics....3
EDU 216—Foundations in Education....4
FRE 111—Elementary French I....3
FRE 112—Elementary French II (Prerequisite: FRE 111)..3
FRE 211—Intermediate French I (Prerequisite: FRE 112)...3
FRE 212—Intermediate French II (Prerequisite: FRE 211).3
GER 111—Elementary German I....3
GER 112—Elementary German II (Prerequisite: GER 111)....3
GER 211—Intermediate German I (Prerequisite: GER 112)....3
GER 212— Intermediate German II (Prerequisite: GER 211)....3
HIS 115—Intro to Global History....3
HIS 116—Current World Problems....3
HIS 121—Western Civilization I....3
HIS 122—Western Civilization II....3
HIS 131—American History I....3
HIS 132—American History II....3
HIS 221—African-American History....3
HIS 228—History of the South....3
HIS 229—History of the Old South....3
HUM 110—Technology and Society....3
HUM 115—Critical Thinking....3
HUM 130—Myth in Human Culture....3
HUM 160—Introduction to Film....3
HUM 161—Advanced Film Studies (Prerequisite: HUM 160)....3
PHY 110—Conceptual Physics (Corequisite: PHY 110A)...3
PHY 110A—Conceptual Physics Lab (Corequisite: PHY 110)....1
POL 110—Introduction to Political Science....3
POL 120—American Government....3
POL 210—Comparative Government....3
POL 220—International Relations....3
PSY 150—General Psychology....3
PSY 241—Developmental Psychology (Prerequisite: PSY 150)....3
PSY 259—Human Sexuality (Prerequisite: PSY 150)....3
PSY 263—Educational Psychology (Prerequisite: PSY 150)....3
PSY 281—Abnormal Psychology (Prerequisite: PSY 150)....3
SOC 210—Introduction to Sociology....3
SOC 213—Sociology of the Family....3
SOC 220—Social Problems....3
SOC 230—Race and Ethnic Relations....3
SOC 232—Social Context of Aging....3
SOC 234—Sociology of Gender (Prerequisite: SOC 210)..3
SOC 240—Social Psychology....3
SOC 242—Sociology of Deviance (Prerequisite: SOC 210)....3

The Learning Lab

The Learning Lab provides free access to computers and educational support to promote student success and academic independence.

Masters-level facilitators and experienced student tutors cater to individual learning styles to help students develop self-reliance and build self-esteem.

The lab provides the following:

• Services that include tutorial assistance with CFCC academic, curriculum, and online courses, ASSET and Accuplacer preparation, Adult Basic Skills, and GED/Adult High School readiness.

• Supplemental Instruction that assists students in traditionally challenging courses, including BIO 111, CHM 131, PSY 150, MAT 171, and POL 120.

• A Student Mentor program that helps students develop social skills and promotes academic success.

• Assistance that helps students develop computer skills applicable to schoolwork and their future career.

• Academic skills workshops on Time Management/Study Skills, Note-taking, Working effectively in Groups, Resumé Writing, ESL, and many more.

Learning Lab - Wilmington Campus:
Room L218
Health Sciences/Learning Resources Center Building

Hours: Monday-Thursday from 8:00 AM to 8:00 PM
Friday from 8:00 AM-5:00 PM
Saturday from 9:00 AM-1:00 PM

Learning Lab- North Campus
Room I113
Learning Resource Center

Hours: Monday-Thursday from 8:00 a.m.-6:00 p.m.
Friday from 8:00 a.m.-3:00 p.m.
Saturday-Closed

To request more information about the Learning Lab, students may call 910-362-7136 or 910-362-7137 or email: srajendra@cfcc.edu.

Health Services

Cape Fear Community College does not maintain health facilities or medical services. The responsibility for medical services rests with the student. In the case of illness or injury on campus, Emergency Medical Services may be called to assist individuals.

First aid kits are available in labs and the Student Development Department office.

If a student is injured or becomes ill while on campus, the Student Development office should be contacted. Should illness or injury occur after 5:00 p.m., the Evening Coordinator should be contacted.

Learning Resources Center (LRC)

The Learning Resource Centers (LRC) are located on the second floor of the Health Sciences/LRC building at the Wilmington Campus and on the first floor at the North Campus. The Wilmington Campus LRC is open from 7:30 a.m. to 9:00 p.m. Monday - Thursday, 7:30 a.m. to 5:00 p.m. Friday and 9:00 a.m.to 1:00 p.m. on Saturday. The North Campus LRC is open from 7:30 a.m. to 8:00 p.m. Monday - Thursday and 7:30 a.m. to 3:00 p.m. on Friday. Hours during the summer, holidays, and breaks may vary; these hours will be posted. The LRC offers library and media services and an atmosphere which supports research, study and pleasure reading. The librarians and staff are always ready to help students.

Library
The Downtown and North Campus libraries have approximately 48,500 books and over 750 periodicals. Easy to use, up-to-date electronic databases are found on each computer in the library. NC Live includes over 3500 databases. The libraries also provide Internet access to all students doing research for their classes with thirty student computers. The libraries keep a large collection of magazines, newspapers, and a variety of census records from the Cape Fear region on microfilm. Entertainment and instructional videos are available to be checked out. A Bibliographic Instruction classroom and a Technology Training Center are available for student and staff instruction at the Downtown Campus.

Media Center
Also helpful is the media center which offers services that include computerized graphic production, signage, media production, videography, and AV equipment that may be used for class presentations. Faculty, staff and local industry may request teleconferences. Copies of all telecourse broadcasts are available for student checkout. Media services are available at the North Campus.

The LRC provides the publication, "Guide to the LRC". Individual and class library orientation tours, Internet workshops, interlibrary loan, photocopy service, technology training and individual reference assistance are available.

Continuing Education Services

The Continuing Education Department offers a variety of training classes to meet the needs of the community. These non-credit classes allow students to prepare for employment, upgrade skills or learn new skills. Training is also provided for employees of area industries and public agencies.

Human Resources Development Program (HRD)

The Human Resources Development (HRD) and Workforce Investment Act programs offer classes throughout the year to help adults who are unemployed, underemployed or looking for further education.

Registration Information

Registration is the term used for enrolling in classes. Advisors and counselors provide information which will assist students in choosing required classes, completing the registration form, securing a space in class and paying tuition fees.

Semester System

The academic year is divided into two semesters and summer sessions. The Fall and Spring semester offers sixteen (16) weeks of instruction. The Summer terms are provided either in a ten (10) week session or two five (5) week sessions. Consult the Schedule of Classes for specific scheduling information.

Semester Hour Credit

Each course listed in the catalog and class schedule is followed by a notation on the number of semester hours it earns. Normally, the number of semester hours earned is based on the number of class, laboratory or shop hours spent under the supervision of the course instructor per week for the semester. Usually one semester hour credit is given for each lecture hour of class per week, for each two hours of laboratory work per week, or for each three hours of shop or manipulative laboratory per week. (A class hour is usually defined as 50 minutes of instruction.) Exceptions may be made in cases where specific classification is not feasible.

Course Load

Students enrolled in the fall and spring semesters for 12 or more credit hours are designated as full-time students. Students

taking 11 or fewer credits during a semester are considered part-time. Students enrolled in the Summer Session for 9 credit hours or more are designated as full-time students for insurance purposes. Students receiving Financial Aid and Veteran's benefits must be enrolled for 12 or more credit hours each semester to receive full benefits. Students who are placed on academic probation or suspension may be required to take a reduced course load.

Maximum course loads for which students may enroll are as follows:

- Fall and/or Spring Semester(s) - Eighteen (18) credit hours except when program requirements determine otherwise.
- Summer Term - Thirteen (13) credit hours except when program requirements determine otherwise.

Any exception must be approved by the Vice President of Student Development.

Procedures for Registering for Classes

(General Registration)

Step 1. Advisement & Scheduling - Faculty advise students concerning course schedule and sign registration cards.

Step 2. Schedule Input - Students' schedules will be entered into the computer.

Step 3. Registration Receipt Form - Students must pick up their schedule/receipt form.

Step 4. Payment of Tuition Fees - Business Office - All students pay tuition and fees.

Note: Students receiving Financial Aid, Veterans benefits or financial sponsorship must complete steps 1-4.

TRAC (Telephone Registration at Cape Fear)

Telephone registration provides an opportunity for currently enrolled students to select early the classes they need to take for the next academic session. Currently enrolled students are allowed and encouraged to register by telephone at designated times.

Drop/Add/Late Registration

Drop/add/late registration will allow students to drop or add or register late during the times specified in each term's Schedule of Classes. See Refund Policy under the Expenses section of this handbook.

Auditing Courses

Students who wish to audit courses must register for the audit by following the regular registration procedures and indicating in writing on an audit form which course(s) they are auditing. Auditing students must meet all course pre-requisites. The audit form must be signed by the instructor and turned into the Registrar's office during the first week of the semester. Auditing students receive no credit and are not required to participate in class discussion or take tests. Fees for audit courses are the same as those taken for credit. Changes from audit to credit or credit to audit may only be done during registration and drop/add periods. Students should be aware that Financial Aid and Veteran benefits do not pay for audit courses. Audit courses do not transfer.

Withdrawal

Students desiring to withdraw from classes must contact the Admissions and Records Office to obtain the necessary forms and procedures for official withdrawal. Students who stop attending a class without officially withdrawing will receive a grade of "F", which is computed as a failing grade.

Students who withdraw from a course(s) within the first 30% of class hours will receive a grade of "W" which will not be computed in the GPA (Grade Point Average). Students who withdraw from a course(s) after this period must receive a grade of "WP" (Withdraw Passing) or "WF" (Withdraw Failing) as determined by the course instructor. A "WP" will not be computed in the GPA whereas a "WF" will be computed as a failing grade.

Students who withdraw from classes may be eligible for a tuition refund. See Refund Policy under the Expenses section of this handbook.

Students who withdraw after the twelfth week of classes must obtain permission in writing from their instructor and the Department Chair. Permission will be granted for extenuating circumstances only.

Note: Financial Aid students who stop attending class and receive a grade of "WP", "WF", or "W" are required to repay a percentage of their Federal Aid back to the Department of Education.

Academic Information

Student Advisement

Cape Fear Community College views student advisement as an important, on-going process. Each degree/certificate seeking student is assigned a faculty advisor who assists the student in selecting and scheduling appropriate classes to fulfill his/her educational requirements. Non-degree students are assigned a counselor as their advisor who assist in selecting and scheduling appropriate classes.

Students are required to meet with their assigned advisor each semester/session for assistance in scheduling classes and completing the registration form. Advisors' office hours are posted on their office doors.

Students must accept the responsibility of familiarizing themselves with specific course, prerequisite, corequisite, and program requirements.

While advising is an on-going process, specific times are designated prior to each registration period for advising.

Grading and Grade Point Averages

Grading is done by the traditional method of "A" through "D" along with negative categories such as "F" (Failure), and "WF" (Withdraw Failing). The grade of "NC" has been removed from the Grading System. Grades are assigned a numerical value when determining a students Grade Point Average (GPA).

Grading System

Quality Points

Grade	Significance	Per Semester Hour
A	Superior	4
B	Good	3
C	Average	2
D	Poor	1
F	Failure	0
I	Incomplete	0
W	Official Withdrawal	0
AU	Audit	0
WP	Withdraw Passing	0
WF	Withdraw Failing	0
CR	Credit by Proficiency Exam	0
CT	Credit by Transfer	0
NS	No Show	0

Grading Scale

The College grading scale is:

A	=	92 - 100
B	=	84 - 91
C	=	76 - 83
*D	=	68 - 75
F	=	0 - 67

*Students must make a grade of "C" or better to pass a developmental studies course (the grade of "D" is not given).

Translating Course Grades into GPA

By taking the number of semester hours assigned to a course and multiplying them by the value of the grade, you determine the grade points for each course attempted. Example: If you take five courses that are assigned a total of 18 semester hours, you may determine your GPA in the following manner:

Course	Grade	Semester Hours Attempted		Times Grade Value		Equals Quality Points
1	B	2	X	3	=	6
2	A	6	X	4	=	24
3	C	4	X	2	=	8
4	B	3	X	3	=	9
5	F	3	X	0	=	0
6	WP	0	X	0	=	0
TOTALS		**18**				**47**

Divide the total number of hours attempted into the total quality points and that will give you your GPA; in this case 2.61 is the GPA.

Attendance

Absences seriously disrupt students' progress in a class and diminish the quality of group interaction. Students are expected to punctually attend all lecture and laboratory sessions in the courses for which they are registered. Late arrivals and/or early departures may count toward total absences in classes.

Students must be in attendance at least eighty (80%) percent of the clock hours of a course to receive credit for the course. Those who do not meet minimum attendance requirements will be given the grade of "F", which will be computed in the students' grade point average as a failing grade.

Attendance requirements for each class are printed in the course syllabus distributed by the instructor. Because of the nature of some courses, some instructors may have a more restrictive attendance requirement.

Attendance in online (Internet) courses is measured not only by initial log-in (first 8 days of the semester) but also by completion of 80% of the required course work. Telecourse, Hybrid and Teleweb students MUST meet on the published meeting dates (orientation or first class meeting). See www.cfcc.edu for course information.

Special note to Marine Technology students: Students in the Marine Technology curriculum are at times involved in cruises on the ship that might take place during a holiday or semester break during which time students are normally off. When such occurs, students must participate in the cruise.

Student Participation in CFCC Activities

Student success at Cape Fear Community College is based upon academic excellence. Accordingly, students should attempt to attend all scheduled class and laboratory sessions. Participation in extra-curricular activities is also important to the total education and personal development of CFCC students. Occasionally, a student may be required to miss a class session in order to participate in college-sponsored activities such as athletics, Phi Theta Kappa Honor Society, CFCC Ambassadors, Student Government Association, program conferences and competitions, and other activities approved by the Director of Athletics/Student Activities.

College officials sponsoring such approved student activities are expected to provide advance notice to faculty of anticipated absences and the list of students who will be participating. In addition, participating students must also inform their instructors in advance of such anticipated absences and are expected to make advance arrangements for making up all missed assignments. In such cases, class time missed will not usually be counted as absences provided participating students are otherwise in good academic standing.

If a faculty member believes that missing class due to a student activity is detrimental to the academic success of a specific student, the faculty member may request that the Vice President of Student Development (or his/her designee) review that

student's overall academic and attendance records to determine if the student's absence warrants exemption from the College's regular attendance policy.

Students who disagree with the Vice-President's decision may appeal to CFCC's Judicial Board according to the College's Grievance Procedure.

Final Grades

Final grades will be mailed directly to the student after the end of each academic session. Students will receive one grade report which lists all courses taken during the academic session in which they were registered. This report will also show grade point average, total number of credit hours earned as a CFCC student and cumulative grade point average.

Incomplete Grades

An incomplete (I) will be given only when circumstances justify additional time to complete the course. Students must contact the instructor to request an Incomplete Grade. When an incomplete is granted, the course requirements must be completed within six weeks of the beginning date of the next academic session. Incompletes (I) not finalized within the appropriate time frame will convert to an "F". Exceptions may be made by the Vice President of Student Development.

Credit by Proficiency

For selected courses, students may request credit by proficiency examination for previous experience or training. The student must be currently enrolled at CFCC and must not have enrolled in the course prior to taking the proficiency exam. The student must make written application to the Registrar and the department chair. Students may challenge a course only once. Students successfully passing a proficiency exam will receive credit for the course as a "CR" (credit for record). Credit by Proficiency does not usually transfer. CLEP and AP exams (see below) may be used in lieu of proficiency exams.

Advanced Placement

An entering first-year student may receive semester hour credits based on Advanced Placement Examination of the College Entrance Examination Board (CEEB). These examinations are taken prior to the students' high school graduation. Information on this examination program may be obtained from the high school counselor. CEEB code for CFCC is 5094.

Cooperative Education

CFCC offers Cooperative Education in its Associate in Applied Science Degree programs. Co-op allows qualified students the opportunity to extend their classroom instruction to a viable work experience. Qualifying work experience must be related to the student's educational goals. Participating students receive college credit for the work experience and may use this as an elective.

The college reserves the right to limit cooperative education opportunities based on location, suitability, appropriateness, and applicability.

To determine if you qualify or to find out more about Co-op, see your advisor. Each program may have specific requirements.

Student Qualifications

- Completion of Cooperative Education Application (available through lead instructors, department chairs and www.cfcc.edu/co-op)
- Faculty approval
- At least 18 years old
- Enrollment in a curriculum program that has been approved for Co-op
- Minimum cumulative 2.0 GPA
- Completion of a minimum of 9 semester hours in the appropriate program of study with 3 hours in her/his major

Application Process

1. Obtain and complete a Cooperative Education Application.

2. Bring completed Cooperative Education Application with attached transcript, available through the Registrar's Office, to program Lead Instructor/ Department Chair for approval.

3. Student will take approved Cooperative Education Application to the Registrar's office for registration.

CLEP-College Level Examination Program

The College-Level Examination Program® or CLEP provides students of any age with the opportunity to demonstrate college-level achievement through a program of exams in undergraduate college courses.

CFCC may grant credit in appropriate courses on the basis of CLEP examination results. The following guide lists the cutoff scores and credits that may be earned through the CLEP. Credit may be awarded for other CLEP tests not listed. Students should submit official CLEP scores and meet with a counselor in Student Development prior to registration for possible credit and proper course placement.

Examination	CFCC Course	Hours Credit	Min. Score
Prin. of Accounting	ACC 120	4	50
General Biology	BIO 110	4	50
General Chemistry +lab	CHM 151	4	50
Information Systems & Computer Applications	CIS 110	3	50
Intro. Microeconomics	ECO 251	3	48

Intro. Macroeconomics	ECO 252	3	48
Freshman Col. Comp. w/ Essay	ENG 111	3	50
Analysis & Interp. Lit.	ENG 131	3	50
English Literature	ENG 241&242	6	50
American Literature	ENG 231&232	6	50
Western Civ. I, Ancient Near East to 1648	HIS 121	3	50
Western Civ. II, 1648 to Present	HIS 122	3	50
American History I Early Col. to 1865	HIS 131	3	50
American History II 1865 to Present	HIS 132	3	50
College Algebra & Trig	MAT 161or171	3	46
Calculus w/Elem. Functions	MAT 271	4	41
American Government	POL 120	3	55
Intro. Psychology	PSY 150	3	55
Educational Psy.	PSY 263	3	55
Introductory Sociology	SOC 210	3	55
Human Growth and Development	PSY 241	3	55
Spanish	SPA 111	3	41
	SPA 112	*6	50
French	FRE 111	3	41
	FRE 112	*6	53
German	GER 111	3	36
	GER 112	*6	42

*Students achieving the cutoff score for 112 are also given credit for 111.

North Carolina High School to Community College Articulation Agreement

Through an agreement between the North Carolina State Department of Public Instruction and the North Carolina Community College System, high school graduates are eligible to receive CFCC credits for certain courses upon presentation and evaluation of a high school transcript. Courses eligible for CFCC credit can be found in the articulation agreement. Copies of the agreement are located in the offices of high school counselors.

Award of credit will only be given for courses that are required in a student's CFCC program of study. Criteria to award college credit:

1. Students must enroll at the community college within two years of their high school graduation date.
2. A grade of B or higher is required for the course.
3. A raw score of 80 or higher is required on the standardized VoCATS post-assessment.

Any student wishing to receive credit should submit an official high school transcript and VoCATS score report. A CFCC counselor should then be contacted for transcript evaluation.

Experiential Learning

CFCC does not award direct credit for previous experience or training. Proficiency exams or CLEP exams may be used as a means of receiving credit for prior knowledge.

Program of Study

A Program of Study is a specific or specialized academic field. Students seeking a degree, diploma or certificate are enrolled in a program of study, including previously earned CFCC credits. All programs of study/curriculum programs can be found on page 47-48.

Program Change

Students who desire to change from one program to another must see a Counselor to complete a Change of Program form. The counselor will evaluate program requirements and prerequisites and advise the student of any academic deficiencies. Students should also request re-evaluation of their transfer credits including perviously earned CFCC credits. Students should complete this process prior to any registration period.

Catalog of Record

A student in continuous enrollment (except for summer session) may graduate under the requirements of the catalog in effect on his/her date of entry provided the courses are still offered or he/she may choose to meet the requirements of a subsequent catalog. A student not in continuous enrollment must graduate under the provisions of the catalog in effect at the time of his/her re-enrollment or subsequent catalog. A student who changes programs must meet the requirements of the catalog in effect at the time of the change of program.

Students enrolled in curricula which are revised to comply with the mandates of regulating accreditation or licensing agencies must meet those requirements in order to graduate from their program.

Course Repeat Policy

Courses that are repeated fall into three different categories:

1. Courses with an earned grade of "C" or better may be repeated two times.

2. Courses with an earned grade of "D," "F," "W," " WP," or "WF" may be repeated until successfully completed.

3. Audit courses may be repeated a maximum of two times.

When a course has been repeated, the higher grade will be used in the Grade Point Average (GPA) calculation. Lower grades will be removed from GPA calculation; however, these grades will continue to appear on the academic transcript. When a course has been repeated the highest of the attempts will be used in the GPA calculation.

Students who receive veteran's benefits or financial aid should be advised that they may not receive funds for repeating courses which they have already passed.

Also, students who have received a degree from CFCC should be advised that the policy will not apply to courses which were taken to fulfill previous graduation requirements. A final student GPA is computed at the time of graduation, and this GPA may not be recalculated as courses are repeated.

The above Course Repeat Policy became effective Fall quarter, 1991 and revised Fall 2004.

Academic Forgiveness

Students may request, in writing, to the Director of Enrollment Management or the Registrar to have previous credits exempt from calculation in their cumulative grade point averages. Academic forgiveness is designed to assist returning students with low grades to have a fresh start upon re-enrolling after having at least a three year period of non-enrollment at CFCC. Exceptions may be made by the Vice President of Student Development.

Grades which may be disregarded from students' grade point averages are "F", "WF", and "NC".

Requests for academic forgiveness must specify (1) the period of initial enrollment, (2) the courses and grades considered for forgiveness, and (3) the period of non-enrollment.

Students granted academic forgiveness will have their cumulative grade point averages recalculated. While the forgiven grades will continue to appear on the official transcript, they will be marked as forgiven.

Academic forgiveness will be granted only one time.

Grades that are included in academic forgiveness are not exempt from academic progress relating to Financial Aid and VA educational benefits.

In instances where academic forgiveness is granted for courses completed at CFCC and then transferred to another college or university, the receiving institution is not required to disregard those course grades.

Grade Appeal Procedure

The purpose of the Student Grade Appeal Procedure is to provide an orderly and equitable process for resolving differences between students and faculty relating to instructional processes, grading or situations in the classroom where the student believes he/she is being treated unfairly or arbitrarily.

Procedure

Step 1. The student with the conflict must first discuss the issue with the class instructor to attempt to resolve the difference. Every reasonable effort should be made to resolve the matter at Step 1. This initial conference must occur within fifteen (15) week days of the beginning of the subsequent school term. The instructor must notify his/her Department Chair of the grade appeal and provide written documentation of student meeting.

Step 2. If a satisfactory resolution is not reached at Step 1, the student may contact the Department Chair seeking resolution. The student must contact the chair within ten (10) weekdays of the conference with the instructor. The Department Chair will seek equitable resolution by conferring with both the student and the instructor.

Step 3. If the student continues to be dissatisfied, he/she may, within five (5) weekdays of the date of notification of Step 2, file a written notice with the instructional dean responsible for the course in question (Dean of Arts & Sciences or Dean of Technical/Vocational Education).

The Dean will review and evaluate the conflict to determine what action, if any, should be taken to resolve the conflict.

Written notification of that determination will be sent to the student within fifteen (15) weekdays of receipt of student's written notice.

Step 4. If the student is dissatisfied with the outcome of Step 3, he/she may file a written grade appeal with the Vice President of Student Development. Within ten (10) weekdays of receipt of the written appeal, the Vice President will convene the Academic Subcommittee of the Judicial Board to hear the conflict and make a determination regarding the issue.

The committee will notify the Vice President of Student Development of its decision. The Vice President of Student Development will notify the student of the Committee's decision.

The decision of the Academic Subcommittee of the Judicial Board may be appealed to the Executive-Vice President of the College by the student appealing the grade or by the faculty delivering the grade. The written appeal must be submitted to the Executive-Vice President within ten (10) weekdays of the

receipt of notification of the Subcommittee's decision. The appeal consists of his/her review of the written record submitted to that point and does not consist of an additional hearing.

The Executive-Vice President will respond to the appeal within ten (10) weekdays.

Students dismissed from the clinical area in Allied Health and Nursing programs will follow the appeals process outlined in the program student policy book.

Satisfactory Progress Standards

Each student is expected to make satisfactory progress toward obtaining the degree or diploma he/she has declared. The cumulative grade point average is reviewed at the end of each semester to determine whether the student has made the expected progress. The minimum cumulative GPA for remaining in good standing is a 2.00.

Academic Warning, Probation and Suspension

Students whose cumulative grade point averages fall below 2.0 for any given semester will be placed on academic warning for the following semester. The notice of the warning will be sent to the students and their advisors. Students will be encouraged to see their advisors within the first ten days of the following semester.

Students on academic warning whose cumulative grade point average remains below the Satisfactory Progress Standards (2.00) will be placed on academic probation for the following semester. Students and their advisors will be notified of the academic probation.

In addition to meeting with their advisors, students on academic probation must meet with a counselor to develop a "Plan for Success" and receive a registration release prior to any registration period.

Students on academic probation are ineligible to use telephone registration. During the Fall and Spring semesters, students on academic probation may register for a maximum of ten (10) credit hours, unless otherwise determined by a counselor.

During the summer session, students on academic probation may register for one course per session but not more than two for the entire summer semester, unless otherwise determined by a counselor.

Students on academic probation whose cumulative grade point average remains below the Satisfactory Progress Standards (2.00) will be placed on academic suspension. Students on academic suspension may not register for academic classes during the period of suspension, unless otherwise determined by a counselor. Students on Academic Suspension who request approval to register from a counselor will be required to successfully complete a College Success class (ACA 111) upon their return and repeat courses in which they received failing grades (maximum of 6 credit hours per semester). Students will remain on academic suspension with limited credit hour enrollment until their cumulative GPA's reach 2.0.

Re-enrollment after Academic Suspension

Students may re-enroll after one semester of academic suspension by contacting a counselor to update their plan for improving academic performance. Students re-enrolling after academic suspension must follow the conditions required during academic probation.

Right of Appeal

The right of appeal is granted to any student who has been suspended from Cape Fear Community College. To initiate such an appeal, follow the process outlined in the Grievance Procedure (pg. 36).

Cheating

Cheating is any practice which gives one student a dishonorable advantage over another student engaged in the same or similar course of study. It shall include, but is not limited to the following: securing or giving assistance during examinations or on required work; the improper use of books, notes, or other sources of information; altering of any grade or academic record; or plagiarizing. Plagiarism includes submitting as one's own work or creation of any kind that which is wholly or in part created by another. All sources, including Internet content, whether paraphrased or quoted, must be cited correctly. Direct quotes must have quotation marks around them, or they are considered plagiarism even if the quote is correctly cited. Rearranging parts of author's sentences or substituting a few words is NOT paraphrasing and also constitutes plagiarism.

When a faculty member observes cheating on the part of the student, the case shall be handled in accordance with the following procedures:

1. The faculty member shall notify the student who has observed cheating that he/she will receive a grade of "F" on the assignment or "F" in the course. The faculty member, however, shall afford the student an opportunity to clarify his/her position. If the student accepts a grade of "F" on the assignment, the student may remain in the class.

If the student accepts a grade of "F" in the course, the faculty member has the option of withdrawing the student from the class with a grade of "WF".

2. The faculty member shall submit a written report of the incident stating the facts and the action taken to the Department Chair and Vice President of Student Development within three (3) weekdays from the time the incident occurred.

3. A student who considers the action taken to be unfair and who desires to appeal to the Academic Subcommittee of the Judicial Board, may present to the Vice President of Student Development a written request within five (5) class days from the time the incident occurred.

Right of Appeal

The right of appeal is granted to any student who has been determined to be cheating at Cape Fear Community College. To initiate such an appeal, the student must submit a written appeal to the Vice President of Student Development within five (5) weekdays after being notified of the action. The Vice President of Student Development will present the appeal to the Academic Subcommittee of the Judicial Board within five (5) weekdays.

The committee will notify the Vice President of Student Development of its decision. The Chairman of the Judicial Board will notify the student of the Committee's decision. The decision of the Academic Subcommittee of the Judicial Board shall be final with no further appeals.

Prerequisites and Corequisites

The college may mandate prerequisites and corequisites to ensure students are prepared to meet the requirements of the course material. Pre and corequisites are identified in the catalog. Students are responsible for meeting their program requirements, including prerequisites and corequisites. If students sign up for a class and do not meet the pre and/or corequisite requirements they may be dropped from the class.

Waiver of Prerequisites and Corequisites

The Vice President of Instruction and the academic Deans may waive pre and corequisites. Normally, a waiver will be recommended by the appropriate Department Chair and approved by the Dean who will keep the Vice President of Instruction and Student Development informed of all waivers.

Requirements for Graduation

To receive the Associate in Applied Science Degree, Associate in Arts Degree, Associate in Science Degree, Diploma or Certificate, a student must maintain satisfactory grades in all laboratory and class subjects and a cumulative grade point average of at least 2.00. (Students must earn a minimum of 25 percent of credit hour requirements at Cape Fear Community College).

Computer Competency

All CFCC degree and diploma graduates must demonstrate basic computer competency. Students in programs not requiring specific computer competencies will be required to pass the Basic Computer Proficiency exercise offered through the Learning Lab (second floor, Health Sciences/Learning Resource Center Addition). Results will be forwarded to Student Development and added to the student's academic record prior to graduation. Students may acquire basic computer instruction by successfully completing the computer class that has been designated in their program.

College transfer students may demonstrate computer competency in one of the following ways: take a computer tutorial in the Learning Lab, provided the student is already computer competent, or take a college transfer computer course, CIS 110 or CIS 115. CIS 111 may be used to satisfy the computer competency requirement, but it is not a College Transfer course.

Intent to Graduate

Candidates for graduation must file an Intent to Graduate form with the Admissions and Records Office by the following dates:

Academic Year 2005-06
Fall - November 22, 2005
Spring - March 17, 2006
Summer - June 28, 2006

Commencement exercises are held following the Spring semester and at the end of the Summer session.

Students who graduate in December are invited to participate in the May commencement exercises.

Scholastic Honors

President's List

Full time (12 or more semester hours credit) students who have earned a grade point average of 4.00 will be placed on the President's List.

Dean's List

Full time (12 or more semester hours credit) students who have earned a grade point average of 3.50 with no grade lower than a "C" will be placed on the Dean's List.

Honors List

Part time (less than 12 semester hours and at least four semester hours) students who have earned a grade point average of 3.50 with no grade lower than a "C" will be placed on the Honors List.

President's Award

Graduating students who have achieved an "A" average, defined as a cumulative grade point average of 4.0, are recognized each year at graduation exercises for academic excellence.

(Courses numbered below the 100 level are not used to determine Scholastic Honors.)

Departmental Honors

Students who have demonstrated outstanding leadership, attitude and ability will be awarded Departmental Honors. Recipients for these awards are selected by lead instructors in cooperation with appropriate faculty.

Financial Aid

Cape Fear Community College participates in Federal, State and local programs designed to assist students and their families in meeting the costs of obtaining a college education. While the family is seen as the primary source for educational funds, these programs can help meet the costs.

Types of Aid Available

PELL Grant - A Pell Grant is an award to help students pay for college. PELL is awarded to those students who have not earned a bachelors degree and who demonstrate exceptional financial need as determined by the Federal Government.

Federal Supplemental Grants (SEOG)-Supplemental Grants, like PELL, are awarded to students with exceptional financial need who have not earned a bachelors degree.

Federal College Work Study Program - Work Study provides financially qualified students the opportunity to earn money to help pay for college expenses.

A **Stafford Loan** is a low-interest loan made to financially qualified students to help pay for college expenses. This loan must be repaid. A separate application is required for loans. Second-year students must have 30 credit hours earned to qualify for a loan.

PLUS Loans - A PLUS loan is a loan made to qualified parents of students to help the family pay for college expenses. This loan must be repaid.

North Carolina Community College Grant is need based. Eligibility is determined by the same criteria as the Federal Pell Grant; students not eligible for Pell may be considered for this grant.

State Programs
North Carolina Student Incentive Grant Program is a grant program based on exceptional financial need.

Local Programs
Private scholarships may be available to assist with educational costs. These scholarships may be based on financial need, academic excellence or a combination of both.

Applying for Financial Aid

The free application for Federal Student Aid (FAFSA) is needed to apply for the financial aid package. Financial aid may include PELL, SEOG, Work Study, NCSIG and loan eligibility. A separate application is required for loans.

The Financial Aid office has these applications and will assist CFCC students in the processing and electronic submission process.

Financial aid eligibility is determined through the following formula:

Cost of Attendance
<u>- Expected Family Contribution</u>
= Documented Financial Need

Verification

Federal tax returns and other income verification may be required of financial aid applicants based on information relating to the Student Aid Report.

Awards/Notification

Students will be notified by mail of the amount of their award. This award letter will list the dollar amount and the program their funds come from (example: PELL or SEOG).

Students not eligible to receive financial aid will receive a letter notifying them of their status.

Satisfactory Progress

Financial Aid students are required to maintain academic progression standards set by Cape Fear Community College and the Department of Education. Specific standards are sent to each student receiving aid.

Eligibility Standards

Students receiving financial aid must meet guidelines established by the College and the Department of Education. Guidelines include:

- Maintain a 2.0 GPA. (Grade Point Average).
- Complete 67% of courses for which student registered.

The first term a student does not meet these standards, they will be given a warning; the second term they will lose all financial assistance.

Students who fail to meet the progression standards must have a cumulative 2.0 GPA to be put back on financial assistance and meet the Federal Guidelines. A full-time student must finish their program in 1 1/2 times their program length (example: a two year program must be finished in at least 3 years). This means that a student must complete 67% of the class load each term.

Appeal

The right of appeal is granted to any student who has been suspended from Financial Aid. To initiate such an appeal, the student must submit a written appeal to the Director of Financial Aid within fifteen (15) business days from the beginning of the next academic term for which the student enrolls.

The Director will present the appeal to the Financial Aid Subcommittee of the Judicial Board within ten (10) business days. The student may choose to make his/her own presentation to the subcommittee. This request must be included in the letter of appeal.

The student will be notified of the Committee's decision by the Director of Financial Aid within fifteen (15) business days of receipt of the appeal by the Committee. The decision of the Financial Aid Subcommittee of the Judicial Board is final with no further appeals.

Tuition/Fees/Books

Students who have been notified of awards can charge their tuition, fees and books up to the amount of their grants. Financial Aid disbursements can be picked up on the fourteenth day of class. If there is not enough money in the award to cover all expenses, the student will have to pay the balance at the time of registration or purchase of books.

Scholarships

Scholarships available as of the printing of this publication are as follows:

Foundation Scholarships

Scholarships are established with gifts from donors to the Foundation and are either endowed or non-endowed. Criteria for awarding the scholarships are specified by the donor in conjunction with Foundation staff. The college financial aid office administers the award of scholarships to CFCC students. Please see the Financial Aid page on our web site (cfcc.edu) for additional information.

Endowed scholarships are generated through the investment of permanently-held principals so that only the income from the principal is used for scholarship awards. This enables the scholarship to exist in perpetuity.

Non-endowed scholarships are those for which all funds are dispersed as scholarships rather than as long-term investments. These scholarships are commonly referred to as "pass-through."

CAPE FEAR COMMUNITY COLLEGE FOUNDATION, INC. Scholarships For Full-Time Students

Scholarships are subject to change without notice. This list is current as of printing date. Students should contact the Financial Aid Office for applications, forms and specific information regarding scholarships.

AARP Chapter 707 Endowed Scholarship
Programs: Nursing
Minimum GPA: 2.5
Preference: None

Antique Automobile Club of America
Programs: Automotive Technology and Autobody Repair
Minimum GPA: 2.0
Preference: None

Annie Bannerman Scholarship
Programs: Nursing Aide
Minimum GPA: 2.0
Preference: None

William J. Boney Memorial Endowed Scholarship
Programs: Architectural Technology, Drafting and Design
Minimum GPA: 2.0
Preference: Residents of New Hanover County in these programs

Deborah Grizzle Britt Memorial Endowed Scholarship
Programs: Business or Accounting-related
Minimum GPA: 2.5
Preference: New Hanover and Pender County residents who have completed one semester

Joyce J. Buffaloe Endowed Scholarship
Programs: Nursing and Accounting (alternating years)
Minimum GPA: 2.5
Preference: New Hanover and Pender County residents

Cape Fear Community College Faculty Association Endowed Scholarship
Programs: Two-year Associate Degree
Minimum GPA: 3.5
Preference: Students who have completed 30 semester hours

Cape Fear Community College Foundation Merit Scholarship
Programs: Any
Minimum GPA: 3.0
Preference: New Hanover and Pender County high school seniors who demonstrate academic excellence and are active in their schools and communities

Cape Fear Garden Club Endowed Scholarship
Programs: Landscape Gardening
Minimum GPA: 2.5
Preference: None

George and Ruth Caplan Endowed Scholarship
Programs: Nursing
Minimum GPA: 3.0
Preference: Second-year students

Chloride Safety Systems Endowed Scholarship
Programs: Drafting and Design and Electronics Engineering Technology
Minimum GPA: 2.8
Preference: Dependents of Chloride Safety System employees

Clancy & Theys Construction Company Endowed Scholarship
Programs: Architectural Technology, Carpentry, Interior Design, Electric and Electronic Technology, Masonry, Drafting, Welding
Minimum GPA: 2.0 and progressing well in classes
Preference: None

William A. Clark Memorial - Wilmington East Rotary Club Endowed Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: Students who plan to enter the legal profession

James A. Claywell AIA Architectural Endowed Scholarship
Programs: Architectural Technology, Drafting and Design
Minimum GPA: 2.5
Preference: New Hanover and Pender County residents

Coastal Federal Bank Scholarship
Programs: College Transfer
Minimum GPA: 2.5
Preference: New Hanover or Brunswick County residents

Corning Incorporated Foundation Endowed Scholarship
Programs: Engineering Education, Electronics Engineering Technology with instrumentation concentration and Computer Engineering Technology
Minimum GPA: 2.5
Preference: Women or under-represented students

John and Sarah Cralle Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: First consideration given to single mothers

Mr. Creasy Scholarship
Programs: College Transfer
Minimum GPA: 2.5
Preference: Hoggard High School Graduates who are studying math and science

Charles E. and Susan P. Crowell Endowed Scholarship
Programs: Associate of Applied Science or diploma programs
Minimum GPA: 2.0
Preference: New Hanover and Pender County residents

Daisy Currie Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: None

Neill and Linda Currie Scholarship
Programs: Nursing
Minimum GPA: 2.5
Preference: None

Dora Davidson Memorial Endowed Scholarship
Programs: College Transfer
Minimum GPA: 3.0
Preference: Second-year students with disabilities, particularly those interested in teaching

Jeffrey L. Davis Endowed Scholarship
Programs: Business
Minimum GPA: 2.5
Preference: Disciples of Christ - First Christian denomination

Suzanne and Dave Davis Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: None

Delaney Radiologists Endowed Scholarship
Programs: Radiography
Minimum GPA: 3.0
Preference: Second-year student from New Hanover County

Diamond Foods Enterprises, Inc. Endowed Scholarship
Programs: Culinary and Hotel/Restaurant Management
Minimum GPA: 2.0
Preference: New Hanover, Pender and Brunswick County residents for past five years

Domino's Scholarship
Programs: Culinary or Hotel/Restaurant Management and Student-athletes
Minimum GPA: 2.5
Preference: None

Joe D. and Doris W. Eakes Scholarship
Programs: Nursing and Vocational
Minimum GPA: 2.0
Preference: Required reading of *Pay It Forward*

Dr. Hubert A. Eaton, Sr. Endowed Academic Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: None

Elite Estate Management Educational Scholarship
Programs: Dental Hygiene
Minimum GPA: 3.0
Preference: None

Enterprise Network Services Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: Graduate of New Hanover County Schools System

Fenner Drives Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: Dependents or employees of Fenner Drives

Katherine S. Finley Endowed Scholarship
Programs: Certified Nursing Assistant
Minimum GPA: 2.0
Preference: Students who have completed one semester and passed Test 1A. Demonstrated community service.

First Citizens Bank and Trust Company Endowed Scholarship
Programs: Light Construction and Business-related
Minimum GPA: 2.0
Preference: May include internship with First Citizens

Mr. and Mrs. Herbert T. Fisher Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: None

Forty and Eight of the American Legion Endowed Scholarship
Programs: Nursing - RN program
Minimum GPA: 2.0
Preference: New Hanover, Pender, Brunswick, and Columbus County residents for past five years

Carrie Hardy Gardner and Leah Miller Goldberg Memorial Endowed Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: Single mothers

GoGas Scholarship
Programs: Any
Minimum GPA: 3.0
Preference: GoGas employees, dependents and/or spouses

Hanover Medical Specialists
Programs: Nursing
Minimum GPA: 2.0
Preference: None

Dan and Susan Hickman Scholarship
Programs: Technical
Minimum GPA: 2.5
Preference: None

Jim and Pat Hickmon Pharmacy Tech Endowed Scholarship
Programs: Pharmacy Technology
Minimum GPA: 2.5
Preference: None

Hilton Wilmington Riverside Scholarship
Programs: Hotel/Restaurant Management, Culinary, and Marine Technology
Minimum GPA: 2.5
Preference: None

Ava M. Hobbs - Riverfest
Programs: Marine Technology
Minimum GPA: 2.75
Preference: Selection determined by Marine Technology department

Hobby Greenhouse Club Scholarship
Programs: Landscape Gardening
Minimum GPA: 2.5
Preference: First-year student

George Henry Hutaff Memorial Endowed Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: None

Interroll Corporation Endowed Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: Interroll dependents and employees

Wilber W. Kirk - LaQue Endowed Scholarship
Programs: Marine Technology
Minimum GPA: 2.0
Preference: Second-year students; selection determined by Marine Technology department

Kiwanis Club of Wilmington Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: None

Landfall Foundation Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: Landfall employees who work at least 10 hours per week

Thera Ann Lanier Memorial Endowed Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: learning or ambulatory difficulties or students training to work with adults with such difficulties

James W. Lea III Endowed Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: None

Dr. David G. Lindquist Memorial Endowed Scholarship
Programs: Marine Technology
Minimum GPA: 2.5
Preference: Second-year students; selection determined by Marine Technology department

Dr. and Mrs. Adrian S. Lineberger, Jr. in Honor of Susan Vinson-Greene Endowed Scholarship
Programs: Allied Health
Minimum GPA: 2.5
Preference: None

L.L. Building Products Endowed Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: None

Virginia M. Martin Memorial Scholarship
Programs: College Transfer
Minimum GPA: 3.5
Preference: None

Tabitha Hutaff McEachern Endowed Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: None

Lynette Howryla Messick Memorial Scholarship
Programs: Health-related
Minimum GPA: 3.0
Preference: Strong desire to succeed in medical profession

M.I.K.E. Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: Resident of Seventh Congressional District of NC

Ministering Circle Scholarship
Programs: Registered Nurse
Minimum GPA: 2.0
Preference: Students who plan to enter the nursing profession in New Hanover County following graduation

June Mumford Memorial Endowed Scholarship
Programs: Business
Minimum GPA: 2.5
Preference: Students who have completed one year

Sandra W. Murphy Family Foundation Endowed Scholarship
Programs: Culinary Technology or Hotel/Restaurant Management
Minimum GPA: 2.0
Preference: none

National Association of Retired Federal Employees (NARFE) Endowed Scholarship
Programs: Nursing and/or healing arts
Minimum GPA: 2.0
Preference: None

Nesselroade Family Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: Hearing, sight, speech, ambulatory, or fine motor skill impaired

Pauline and Edward Nesselroade Endowed Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: Students who are physically disadvantaged

Jessie Harper Newbold Memorial Endowed Scholarship
Programs: Nursing
Minimum GPA: 2.0
Preference: None

Olde Point Garden Club Scholarship
Programs: Landscape Gardening
Minimum GPA: 3.0
Preference: Residents of Pender County who have completed one year of study

Napoleon Jerome Owens, Sr. Memorial Endowed Scholarship
Programs: Electrical/Electronics, Mechanical, Vocational/Technical
Minimum GPA: 2.5
Preference: Residents of New Hanover County who have completed one semester

Rosalie P. Owens Memorial Endowed Scholarship
Programs: Allied Health
Minimum GPA: 2.5
Preference: Single, female heads-of-household

Pineapple Scholarship
Programs: Culinary Technology
Minimum GPA: 3.0
Preference: Student should have completed one semester

Progress Energy - Daniel D. Cameron, Sr. Endowed Scholarship
Programs: Vocational
Minimum GPA: 2.0
Preference: None

Benjamin J. Quattlebaum II Academic Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: Residents of public or Section 8 housing

Ratcliffe-Richardson Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: Female students who are returning to school after five or more years absence from formal education

Regent Securities Services Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: Regent Security Services employees, children or grandchildren

Dorothy B. Reid Endowed Scholarship
Programs: Ceramics
Minimum GPA: 3.0
Preference: Student must be enrolled in second-level or higher Ceramics class

Robert S. and Jennifer J. Rippy Endowed Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: None

Captain Ralph W. Roper Law Enforcement Scholarship
Programs: Basic Law Enforcement Training
Minimum GPA: 2.0
Preference: Student must graduate and pass the state BLET exam

W. Mercer Rowe, Jr. Endowed Scholarship
Programs: Electronics Engineering Technology
Minimum GPA: 2.5
Preference: Completed one year of study

Daniel A. and Sheila M. Saklad Endowed Scholarship
Programs: Nursing and Business Administration
Minimum GPA: 2.5
Preference: Persons employed one year or more by Landfall

Joseph M. and Barbara S. Schwartz Endowed Academic Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: Student-athletes

Sharpe Architecture Endowed Scholarship
Programs: Architectural Technology
Minimum GPA: 3.0
Preference: Graduate of New Hanover County Schools

Sidney J. Stern, Jr. Memorial Endowed Scholarship
Programs: Social Sciences
Minimum GPA: 3.0
Preference: Students who have completed one semester of study

TFT & Co - Terry Turner Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: None

James B. and Julia M. Tommerdahl Endowed Scholarship
Programs: Marine Technology
Minimum GPA: 2.0
Preference: Selection determined by Marine Technology department

Agnes M. Torrella Memorial Endowed Scholarship
Programs: Nursing
Minimum GPA: 2.5
Preference: Volunteer experience

Mabel Dunn Hall Trask Endowed Scholarship
Programs: College Transfer
Minimum GPA: 3.0
Preference: Second-year students

Tri-County Dental Society Scholarship
Programs: Dental Hygiene
Minimum GPA: 2.0
Preference: None

Vietnam Veterans of America Wilmington Chapter 885
Programs: Any
Minimum GPA: 3.0
Preference: Direct relative of a Vietnam-era service member

James Walker Nursing Memorial Scholarship
Programs: Associate Degree Nursing
Minimum GPA: 2.0
Preference: None

Virginia Maloney Walker Scholarship
Programs: Network Administration and Support
Minimum GPA: 2.5
Preference: None

Lloyd Dixon Hollingsworth "Beau" Watkins II Memorial Endowed Scholarship
Programs: Marine Technology
Minimum GPA: 2.5
Preference: Selection determined by Marine Technology department

George H. West Memorial Endowed Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: None

Wallace & Virginia West Endowed Scholarship - Wilmington Contractors Association
Programs: Construction-related fields
Minimum GPA: 2.0
Preference: None

Wieland Inc. Endowed Scholarship
Programs: Degree and diploma programs
Minimum GPA: 2.5
Preference: Dependents and employees of Wieland, Inc.

Wilmington Association of Independent Insurance Agents Endowed Scholarship
Programs: Business
Minimum GPA: 2.5
Preference: None

Wilmington East Rotary Club/Diamond Endowed Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: Residents of New Hanover, Pender or Brunswick County for five years

Wilmington Elks Lodge - BPO Elks # 532 Scholarship
Programs: Any
Minimum GPA: 2.5
Preference: Resident of New Hanover County

Wilmington Cape Fear Homebuilders Association Scholarship
Programs: Light Construction
Minimum GPA: 2.0
Preference: Students who plan to enter the building profession

Wilmington Rotary Club Scholarship
Programs: Any
Minimum GPA: 3.0
Preference: None

Wilmington West Rotary Club Endowed Scholarship
Programs: Any
Minimum GPA: 2.0
Preference: Residents of New Hanover, Pender and Brunswick Counties for five of past seven years

Wilmington Woman's Club Early Childhood Education Scholarship
Programs: Early Childhood Education
Minimum GPA: 3.0
Preference: Completed 6 semester hours in Early Childhood and required English and Math courses. Declared Early Childhood Education as major.

Wilmington Woman's Club Scholarship
Programs: Nursing, Early Childhood Education
Minimum GPA: 2.0
Preference: None

Allan and Laura Wilson Endowed Scholarship

Programs:	College Transfer
Minimum GPA:	3.0
Preference:	Residents of New Hanover, Pender and Brunswick counties who have completed one year

Linda Wilson Endowed Scholarship

Programs:	Any
Minimum GPA:	2.5
Preference:	Returning students and students who are parents

Don Yoder Memorial Engineering Scholarship

Programs:	Electronics Engineering Technology, Mechanical Engineering Technology, Architectural Technology, Chemical Technology, Computer Engineering Technology, Machining Technology, Instrumentation Technology
Minimum GPA:	3.5
Preference:	Second-year student

Zimmer Development Company Endowed Scholarship

Programs:	Any
Minimum GPA:	2.5
Preference:	None

Merit Scholars

Cape Fear Community College is the fastest-growing community college in North Carolina. Many outstanding local high school students want to attend CFCC. To assist them, the CFCC Foundation awards merit scholarships annually to deserving New Hanover and Pender County seniors who exhibit academic excellence. To qualify for a CFCC Merit Scholarship, you must:

1. be a current high school senior;
2. have applied for or been approved to enroll in Cape Fear Community College in a curriculum program;
3. submit a letter of recommendation from your high school principal, guidance counselor, or a high school teacher;
4. have academic potential as shown by high school grades, rank in class, and/or aptitude test results.

Consideration will be given to non-school activities, work record, community service, and association with the applicant's vocational field of interest.

Student Ambassadors

During the spring semester each year, Student Ambassadors are selected to represent the College and the Foundation at a variety of college-sponsored events. Examples of these events include student registration and orientation, donor recognition events and graduation.

Those selected in the spring serve as Student Ambassadors during the upcoming academic year. Candidates for the Student Ambassador position complete the required application and are required to support the application with three letters of recommendation from faculty and staff of the college.

The Foundation solicits the help of faculty and staff in notifying students of the availability of Student Ambassador positions and in encouraging students to apply for the honor. The college pays for the tuition, fees and books for the semesters in which they serve in this role and provides official items of clothing as well.

A committee appointed by the Executive Director of the Foundation interviews the candidates for ambassador and recommends candidates to the Executive Director for selection. Orientation for new ambassadors is held during the summer.

Veterans Educational Benefits

The Veterans Administration determines the eligibility of students requesting Veterans Educational benefits. Cape Fear Community College processes necessary documentation, certifies enrollment and follows students' academic progress. The Financial Aid Office provides guidance in obtaining VA educational benefits for eligible students enrolled with the College.

VA educational benefits are available to eligible veterans, spouses and children of certain categories of living and deceased (service related) veterans and to certain active duty military personnel, reservists and members of the National Guard.

Maintaining Veterans Educational Benefits

Students who are receiving VA educational benefits are required to maintain satisfactory progress. The College's established Satisfactory Progress Standards are printed on page 17. VA students whose cumulative grade point averages fall below the Satisfactory Progress Standards will be placed on academic probation for the following semester/session. VA students' whose cumulative grade point averages continue to fall below the required level will be ineligible for Veterans educational benefits.

Prospective students who believe they may be eligible for G.I. Bill benefits should contact the Veterans Affairs Office at the College.

Vocational Rehabilitation

This is a program administered by the North Carolina Department of Human Resources. The Division may provide services as are necessary to enable a physically, mentally and/or educationally disabled person to become self employed. If a prospective student has a disability or is limited in his/her activity because of a disability, he/she should contact the nearest Division of Vocational Rehabilitation Office. The Wilmington Unit Office is located at 1506-A Market Street, Wilmington, NC. The telephone number is (910) 251-5710.

Expenses

Tuition

Tuition is established by the North Carolina State Legislature and is subject to change without prior notification. Current tuition costs can be found in the *Schedule of Classes* published for each academic term or in the Admissions Office.

Tuition is due and payable on the day of registration unless otherwise noted. Any deferred payment or exceptions must be approved by the Vice President for Business Services. Tuition is free for North Carolina resident senior citizens 65 or over exceplt for self-supporting classes. However, other fees are payable where applicable. If tuition is a major factor in the students determination to attend CFCC, the student should contact the Financial Aid Office as soon as possible.

Payments can be made by cash, check, MasterCard or Visa. Students must bring credit cards to the Business Office to charge payments.

Student Fees

A non-refundable student fee is charged to all curriculum students for the Fall and Spring semesters. This fee is due and payable on the day of registration. The maximum fee charged is $38.00 per academic year.

Funds collected from activity fees are used to support the costs of student publications, athletics, social activities sponsored by the Student Government Association, student identification card, and parking permits.

In the Fall of 2003, the Board of Trustees of Cape Fear Community College approved a non-refundable "Technology Fee" to be charged to all curriculum students for the Fall, Spring and Summer sessions. The $1.00 per credit hour fee, not to exceed $16.00 in a semester, is due and payable on the day of registration.

Student Identification Card

The student I.D. card is purchased when a student pays for his/her tuition and fees in the Business Office. The photo I.D. card is valid for two consecutive years. This card must be presented by the returning student, at the time of registration, or he/she will be required to purchase a new card. The student I.D. card serves as the College library card and no materials will be issued by the Library without one. The student I.D. card is also required for participation in sports activities at the Schwartz Center.

Parking Permits

A parking permit is issued when a student is paying for his/her tuition and fees in the Business Office. The parking permit is valid August to August.

Insurance

The College provides limited student **accident** insurance for curriculum students at no cost to the student; however, this insurance may not cover all expenses of treatment received by the student. Coverage is a (secondary) policy unless there is no other insurance in place. The College is not responsible for non-covered expenses. This accident insurance coverage is subject to approval by the Board of Trustees each fiscal year. Individual health insurance is the responsibility of each student. Students may purchase health insurance; the enrollment forms and fee information are available in the Business Office.

The following students are required to purchase professional liability insurance: Associate Degree Nursing, Cosmetology, Dental Assisting, Dental Hygiene, Practical Nursing, Nursing Assistant, Occupational Therapy Assistant, Pharmacy Technology, Phlebotomy, Early Childhood, Sonography, and Radiography. The cost of this insurance is presently *$15.00.

Paramedic students are required to purchase paramedic professional liability insurance. The cost of this insurance is presently *$63.80.

Textbooks and Educational Tools

Students are expected to purchase textbooks which are usually available from the college bookstore at the beginning of each academic session. Although not required in all courses, additional educational tools are required in certain courses and programs. Cameras, chef's tools, safety eyewear, steel-toed boots and computers are examples of educational tools that are required for specific courses and/or programs. The bookstore does not have a charge or credit system; therefore, books and tools must be paid for at the time of purchase.

Bookstore

There are two CFCC bookstores. The Wilmington Campus store is located on the ground floor of the Allied Health (L) building. The North Campus store is located in room NA114. The bookstores provide textbooks, supplies and other collegiate materials. Hours of operation and policies governing textbook refunds and buy-backs are posted in the bookstores.

Refund

A pre-registered curriculum student who officially withdraws from any/or all classes prior to the first day of the College's academic session will be eligible for 100 percent tuition refund. Fees are non-refundable.

A 75 percent refund will be made if the student officially withdraws during the period starting from the first day and ending on the 10 percent day of the academic session. A student is not officially withdrawn until he/she processes a formal withdrawal form with the Admissions and Records office. The effective date of withdrawal is the day the Admissions and Records office receives the form.

Return Check Guidelines

Tuition payment made with a check returned by the bank will be considered nonpayment of tuition. Students will lose their classes or will not be able to attend classes until full restitution is made. Absences incurred due to nonpayment of fees will be counted in accordance with the College's attendance policy.

Transcript of Record

Upon written request of the student, a transcript of credits earned at Cape Fear Community College will be sent to other colleges and/or industry. Transcripts per the request may be picked up or will be mailed after 4:00 p.m. on the following work day. Effective July 1, 2005 all transcripts are $2.00 each.

Graduation Fees

Fees for graduation are not included in the activity fee. The cost for caps and gowns are paid by the student directly to the company representative from whom they are being ordered. At present the cost is approximately $25.00, but is subject to change.

*(Applicable fees at time of printing are subject to change without notice.)

Institutional Indebtedness

No student will be permitted to graduate nor will a transcript be issued until all financial obligations to the College are satisfied.

Personnel in the Armed Services

Any active duty member of the armed services or a military dependent who does not qualify as a North Carolina resident for tuition purposes may be eligible to pay a reduced tuition rate if eligibility requirements for the Military Tuition Benefit (N.C. General Statute Section 116-143.3) have been met. Members for reserve components are not eligible for the benefit unless they have been called up for active duty.

Student Activities

Extra-curricular activities are an important part of the total educational program at Cape Fear Community College and fulfill the College's mission by providing a variety of activities that enrich students' lives. The goal of the Student Activities Department is to accommodate student diversity in backgrounds, abilities, interest, and career objectives; enhance academic success; and promote diplomacy, unity, self discipline, physical and emotional well-being, and leadership skills.

Athletics and Intramural Activities

Cape Fear Community College is a member of the National Junior College Athletic Association (NJCAA)-Division I, competing in the Carolinas Junior College Conference (Region X), a high level of competition; and the Eastern Carolina Community College Athletic Conference (ECCCAC). College athletics may include basketball, volleyball, golf, soccer, softball and tennis depending on student interest and facilities availability. Students participating in intercollegiate athletics must meet NJCAA and/or ECCCAC eligibility requirements and standards. Individuals participating in college intramurals must be currently enrolled and be in good standing.

The goals and objectives of intercollegiate athletics are listed below:

Goals:
- To enhance academic success of student athletes
- To provide opportunities for participation in competitive college sports
- To promote the development of self discipline and leadership skills

Objectives:
- Monitor the academic grade point average of collegiate student athletes
- Develop and monitor sports activities based on student interest as gleaned from Student Interest surveys and participation
- Monitor the retention and graduation rates of student athletes

Student Activity Center

Cape Fear Community College's Student Activity Center is located in the Allied Health Building (L112) and provides services, programs, and facilities for the students, faculty, and staff of the College.

In the Student Activity Center are facilities and equipment for organized and informal recreation and socializing. These facilities include table tennis, foosball tables and a television room, which provides a place for students to relax. The Student Activity Center also offers space for the many clubs at CFCC to hold their monthly meetings and is the home of the Student Government Association office.

We welcome all new and returning students to come visit our Student Activities Center and take advantage of what Cape Fear Community College has to offer.

Student Government Association

The Student Government Association (SGA) is the official organization authorized by the administration to represent all students at Cape Fear Community College. The SGA is a democratic organization and as such elects officers each year. The State Board of Community Colleges, the CFCC Board of Trustees, and the administration, faculty, and staff fully support the SGA. This support is most visible in the office of the SGA President who, upon election to that office, automatically becomes a member of the Board of Trustees and the College Council. Additionally, students have SGA representatives on standing college committees. These committees are charged with annually reviewing and recommending changes to the College.

The Student Government Association is an active organization; it is the voice of the student body and has paved the way for good lines of communication between students and administration. Students receive practical experience in responsible citizenship through participation in a program of self-government.

The SGA is governed by its Constitution and By-Laws. Copies of these documents are available in the SGA office.

Social Activities

The social development of the student is an important phase of the total educational program at Cape Fear Community College. Under the sponsorship of the SGA, social events include concerts, cookouts, holiday celebrations, charity events, tournaments, athletic events and various other student body activities.

Student Ambassadors Program

Each year the College selects student ambassadors to represent CFCC at various college functions and special events. These students are selected based on their leadership ability, academic achievement, college involvement and their desire to assist other students and represent the College. The major purpose of the program is to teach students the importance of responsibility and teamwork, raise self-esteem and create a well-rounded college experience.

Phi Theta Kappa

The Phi Theta Kappa International Honor Society encompasses the upper ten percent of all students enrolled in the two-year college system. Alpha Chi Sigma is the CFCC Chapter of Phi Theta Kappa. Membership in Alpha Chi Sigma is extended by invitation only. To be eligible, a student must be enrolled in a regionally accredited institution offering an associate degree program. Full-time (12 credit hours) students must have completed at least 12 hours of course work leading to an associate degree and grade point average (GPA) of 3.5. Part-time (fewer than 12 credit hours) students must have completed 12 hours and have a GPA of 3.5 and must enjoy full rights of citizenship.

Clubs and Organizations

Ambassadors
Architectural Technology
Art
Bible
Chorus
Dental Hygiene
Drafting and Design
Drama
Electrical/Electronics Technology
Instrumentation
Interior Design
Jazz
Machining Technology
Mechanical Engineering Club
Nursing (Assoc. Degree Nursing)
Nursing (Licensed Practical Nursing)
Occupational Therapy Assistant
Phi Theta Kappa
Pineapple Guild
Renaissance Art Club
Spanish Club
Student Government Association

Student organizations and clubs that help fulfill the mission of CFCC, accommodate student diversity, enhance academic success, promote diplomacy, unity, discipline, physical/emotional well being, and develop leadership skills are an important part of Cape Fear Community College.

New student organizations and clubs may be approved by the Vice President of Student Development, in consultation with the Director of Student Activities, after written application is submitted to the Director of Student Activities. The written application must state the proposed name of the organization, the names of all students proposing the organization, the name of at least one faculty/staff member (full-time CFCC employee) who has agreed to serve as a sponsor to the group, and a complete description of the proposed activities of the group including, but not limited to, (1) purpose statement, (2) goals, (3) complete description of the organization's proposed activities, and (4) Club Constitution.

Once a student organization and/or club is approved, each activity must be individually approved by the Director of Student Activities before it is undertaken. Student Activity Forms are available from the Director of Student Activities. It is the primary responsibility of the proposing organization to provide accurate and complete descriptions of individual activities of the organization. Inactive student organizations and/or clubs may be disbanded at the College's discretion.

The College reserves the exclusive right to immediately suspend any activity that is not being conducted in exact accord with the college-approved description of the activity or any activity that substantially disrupts or materially interferes with the work, discipline, and/or educational activities of the College (e.g., by violating reasonable college rules and regulations, interrupting classes or other college programs or activities, or inciting or producing imminent violence or other lawless action on College premises) as adjudged by designated College officials. Moreover, the College reserves the exclusive right to disband any student organization and/or club that: (1) conducts such inappropriate and/or unapproved activities; and (2) fails to follow college guidelines.

Guidelines for Display or Distribution of Handbills, Posters, or Other Materials by Student Clubs, Community and Non-Profit Organizations, and Individuals

The College would like to provide educational opportunities to its students and others in the college community and believes that public expression through displays or distribution of handbills, posters, or other materials can play an important role in accomplishing this goal. The College also believes firmly in its obligation to college employees and its students to provide an environment that is conducive to learning. Public expression that enhances this environment by affording students and others in the college community exposure to a variety of ideas is encouraged. Subject to the terms and conditions set forth in these procedures, to any rules or regulations established by the College pertaining to display or distribution, and to other applicable laws, rules, and regulations, an organization or individual may display or distribute handbills, posters, or other materials that are aimed at providing information to students.

The following guidelines apply to materials posted on the campus of Cape Fear Community College, regardless of the source of those materials. They include:

Posted information shall not contain obscene or libelous information or other information that is not protected by law.

Information will not be placed over existing notices. Outdated material will be removed to make room for timely information.

All event items must be removed by the sponsoring organization immediately following the event.

All notes to be posted in stairwells, at doorways, or in other college locations not otherwise permitted in these guidelines, require approval by the Vice President of Student Development five work days (Monday through Friday) in advance of the proposed posting.

Due to extreme space limitations, information to be posted by student groups, community groups, or individuals in areas other than those reserved for Phi Theta Kappa and academically-oriented student clubs will be posted for a maximum of two weeks and must be no larger than 8.5" X 11".

Items not approved in the prescribed manner will be removed and discarded.

Placement of information on vehicles of others on campus is prohibited.

The College reserves exclusive rights to re-arrange materials to accommodate the display of additional materials, to establish limits on the amount of information organizations may display, and to deny additional requests when all designated space is being used.

Failure by any organization or individual to abide by CFCC guidelines will be grounds for denying additional requests from the same organization or individual.

The College will grant access by an eligible organization or individual to areas of College premises, designated for public expression on a neutral basis, in accordance with these procedures. A grant of access to any particular organization or individual does not mean that the College endorses the beliefs, practices, or views expressed by that organization or individual, and outside organizations and individuals are expressly prohibited from stating, implying, or suggesting in any manner that they are endorsed by or associated with the College or that any publication, announcement, or other form of expression provided by the organization or individual has been approved by or is associated with the College. Areas of college premises designated for public expression will not be denied to any organization or individual on the basis of the content of information sought to be provided by or the convictions or affiliations of that organization or individual.

Given the varying nature of different organizations and the wide-range of notices that individual students and/or college personnel may wish to post on occasion, additional guidelines apply to certain types of organizations and individuals, as noted in the following information:

Phi Theta Kappa
Space has been designated for displays of the Alpha Chi Sigma chapter of Phi Theta Kappa, CFCC's student honor society, and displays are subject to approval of chapter officers and faculty/staff sponsors.

Academically-Oriented Student Clubs
Academically-oriented student clubs that are directly linked in name, purpose, and practice to specific instructional disciplines or programs offered at CFCC may post discipline-related displays and materials, including announcements of upcoming club meetings, on College bulletin boards in their respective academic departments, subject to advance approval of faculty sponsors, department heads, and the appropriate division Deans.

Other Student Clubs and Community and Non-Profit Organizations
Other student clubs and community and non-profit organizations may distribute or display information relating to the approved purpose including announcements of upcoming meetings, in accordance with the following guidelines:

All items displayed by other student clubs in the category must be approved by the faculty/staff sponsor and the Vice President of Student Development. Items submitted by community and non-profit organizations must be approved for display by the Vice President of Student Development. The Vice President of Student Development will consider all requests for display and distribution in light of the availability of areas that are designated for such purposes and the availability of space for the proposed display or distribution within any designated area(s). Requests for access to distribute or display publications will be reviewed and granted on a first-come, first-serve basis. The College will communicate its approval or disapproval of access for distribution or display and any conditions of access to the requesting organization or group, generally within three business days after the request is submitted. Access for display or distribution of materials will not be provided if previously approved requests for access to display or distribute materials have resulted in space being unavailable for additional displays or distributions within any designated area(s). Approved materials may be displayed on the designated bulletin board(s). No one club may use a disproportionate amount of the allotted space unless other clubs do not elect to display information.

Committee organizations and individuals may display approved notices on designated bulletin board(s).

Appeal
Any organization or individual who believes that the opportunity to display or distribute handbills, posters, or other materials has been denied improperly may appeal the denial

by providing written notice of the appeal to the Vice President of Student Development within three business days of the date on which the organization or group has been advised of the denial. Information supporting the appeal (which may include a written statement or, at the election of the individual or group, a conference with the College's Judicial Board) also should be provided. As a general rule, the Judicial Board will make a final decision within five business days of receiving the appeal and any written information or, if a conference with the organization or individual has been scheduled, after conducting the conference.

Student Publications

All student publications, printed and electronic, are supervised by the Director of Student Activities, and the Vice President of Student Development. Students are invited to submit information to the Director for possible inclusion in printed material. All material must adhere to the canons of responsible journalism, including the avoidance of libel, indecency, vulgarity, undocumented allegations, attacks on personal integrity, and the techniques of harassment and innuendo.

The Executive- Vice President has the authority to determine responsible journalism and to prohibit the publication of any material in violation of the canons of responsible journalism.

General Information

Change of Name/Address

If a student should have an address change while enrolled at the College, he/she should fill out an INFORMATION UPDATE FORM in the Admissions and Records Office. Students who have a name change must provide proper legal documentation.

Children on Campus Policy

Children cannot be taken into classrooms, laboratories or shops unless authorized by College personnel. Responsible adults will be expected to remove disruptive children immediately. Children cannot be left unattended on campus including the Learning Resources Center, the cafeteria, lounge areas, registration sites, administrative offices or parking lots.

Failure to comply with this policy will lead to disciplinary action as outlined in the College Catalog, Student Handbook and Faculty and Staff Handbook. Visitors violating this policy will be notified of the violation and continued violation will result in the individual being asked to leave campus.

Dress

CFCC invites prospective employers and industry representatives on campus throughout the academic year. Therefore, while students may dress casually, they are encouraged to dress neatly and cleanly. Students are required to wear shoes to help ensure safety on campus and/or college facilities.

Where special dress or safety devices are required by the College, North Carolina Community College System, regulations, or public law, students are be expected to fulfill those requirements.

Food Services

Hot food and snacks are available in the cafeteria, which is located on the first floor of the Allied Health (L) Building, from 7:30 AM to 8:30 PM Monday through Thursday and 7:30 AM to 4:00 PM on Friday unless otherwise posted. Food service is also available in the cafeteria at the North Campus.

Graduation Needs

Orders for caps, gowns and class rings will be accepted by a company representative during announced dates. Students who anticipate graduating at the close of Spring or Summer academic sessions will be provided a limited number of commencement announcements. Students completing graduation requirements at the close of the Fall academic session will be invited to participate in the May ceremony.

Housing

The College does not have housing facilities. However, upon request and if known, college officials will provide students information concerning available housing. Students are advised to have a clear understanding with landlords regarding all rental and/or lease agreements. Students are urged to make housing arrangements well in advance of enrollment.

Lost and Found

The Switchboard Operator will accept articles found on campus and, if not claimed, store them for one month. Articles not claimed within one month will be given to a non-profit organization.

Parking

The student parking lots are located two blocks north of the Wilmington campus. Three lots are located off Front Street and one lot is located behind the Schwartz Center. Student parking is also available at the North Campus and at our satellite facilities in Burgaw and Hampstead.

Handicapped parking is provided at each of the Wilmington campus buildings. Behind the Galehouse Building there are three wheelchair and nineteen handicap/special parking spaces; the Electronics Technology Center has two spaces; the Burnett Building has two spaces. The parking lot behind the Schwartz Center has six handicap parking spaces. Disabled persons wishing to park behind the Galehouse Building should stop at the parking attendants station for assistance.

Parking locations, regulations and permits are obtained in the Business Office.

Note: Anyone displaying a DMV handicapped decal or license plate may park in any of the metered or time allotted parking spaces in the downtown area without being ticketed.

Telephones

Pay telephones are available for students to use. Students may not use phones located in college offices unless it is an emergency.

Incoming calls for students will be honored only in cases of emergencies.

Student Expectations, Rights, and Responsibilities

Student Records

CAPE FEAR COMMUNITY COLLEGE RESPONSIBILITIES UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974 (THE BUCKLEY AMENDMENT)

Under the Family Educational Rights and Privacy Act of 1974, the rights of the student and the responsibilities of the institution concerning the various types of student records maintained by the institution are established. Consistent with this legislation, Cape Fear Community College establishes the following policy to ensure compliance. Failure to comply with standards prescribed in the Act could jeopardize federal funding received by the institution and its students.

Rights of Students

In compliance with the law, an individual becomes a student when he/she registers at the College. Upon reaching age 18 or attending an institution beyond the high school level, the student has the right to view his/her own school or college records. These records include the academic transcript of the College, post-secondary transcripts, high school transcripts, and other documents maintained as part of the students permanent file with the exception of confidential letters of recommendation. All permanent academic records are housed and maintained by the Registrar.

CFCC requires written authorization from the student prior to release of academic records. A minimum of 48 working hours will be required by the College to access the requested academic information. The student may inspect, copy, and review his/her records in the Registrar's Office. There may be a charge for copies.

Rights of Parents

Parents of a child who is under the age of 18 and has never attended an educational institution beyond high school level has the right to inspect and review that child's academic records. After a student reaches the age of 18 or enters a post-secondary institution, the parent will be denied access to the students academic record unless the student gives written consent. The College assumes that all students are independent adults attending an institution designed for adult education. Parents do have the right to review the academic records of their child if they are claiming the child as an income tax deduction; however, they must show proof of the claim.

Rights of Faculty

The faculty of the College has a legitimate educational interest in a students academic records. Therefore, access to those records is authorized by the institution. Along with this access comes certain obligations and responsibilities.

A faculty member shall not access educational records of any student for which he/she does not have a direct advisory responsibility. Those with direct advisory responsibility include the current instructors of the student, the students faculty advisor, and the appropriate department head and division chair. A faculty member not professionally associated with a student shall not access educational records of the student without the written consent of the student.

A faculty member shall not disclose any information from a students record to a third party (i.e., other students, other faculty members, employers, etc.) without the written consent of the student. Parents of the student do not have special access rights and should not be given information without the students written consent.

A faculty member shall be responsible for the security of all academic information in his/her possession. These records must not be accessible to students and unauthorized personnel.

A faculty member shall refrain from disclosing academic information by phone without the expressed written consent of the student.

Rights of Administration

Student Development and specifically the Registrar's Office, has the responsibility of maintaining and safeguarding the academic records of all students of the College. Consistent with this responsibility, the personnel of Student Development will access student records as needed. However, these individuals bear the responsibility for ensuring that no unauthorized disclosure of student academic information occurs without the expressed written consent of that student.

The President, Vice-Presidents and Deans of the College may access student records when needed to facilitate the students educational pursuit.

Educational records of a student will not be accessed for employment decisions without the expressed written consent of the student. Information from student academic records may be shared in aggregate for educational research purposes.

Directory Information

Directory information includes name, major field of study, full time/part time enrollment, the most recent college attended, dates of enrollment, and degrees and awards received.

Students have the right to withhold disclosure of any directory information by completing a request for non-disclosure in the Director of Enrollment Management's Office. Requests for non-disclosure must be filed annually. The College assumes that a student's failure to file a request for non-disclosure indicates approval for disclosure.

The complete text of The Buckley Amendment is available for review in the Office of the Director of Enrollment Management.

Computer Acceptable Use Policy

Purpose

College owned or operated computing resources are reserved for the educational, instructional, research, and administrative computing needs of the faculty, students, staff, and other individuals authorized by the College. The College's computing resources include but are not limited to all College computers and hardware, access to the Internet or access to any College intranet provided through College owned or operated computers, online and offline storage, and network and communications facilities. Access to these computing resources is a privilege and, therefore, it is essential that all users exercise responsible ethical behavior when using these resources. Users are expected to read, understand, and comply with the College's Acceptable Use Policy.

The College monitors access to the computing resources and reserves the right, without prior notice to users, to access the College's computing resources and to use any and all information retrieved from the computing resources. Users do not have an expectation of privacy regarding their use of the computing resources, and by accessing and using the College's computing resources, users expressly consent to such monitoring, access, and use by the College. Further, information contained on the College's computing resources and in College accounts, including but not limited to e-mail, may be subject to inspection under the Public Records Law of the State of North Carolina.

The College does not attempt to articulate all required or unacceptable behavior by its users. Therefore, each user's judgement on appropriate conduct must be relied upon. To assist in such judgement, users will follow this policy:

1. College computing resources are to be used only for educational, research, or instructional purposes for which access is provided, and are not to be used for any unauthorized purpose, including but not limited to commercial purposes, unauthorized access to remote computers or non-College related activities.

2. An access account assigned to a user must not be used by any other individual. Users are responsible for the proper use of their accounts, including proper password protection and appropriate use of the College's computing resources. Obtaining another user's password, allowing friends, family, co-workers, or any other individual use of your or another user's account, or other unauthorized use of an access account is a serious violation of this policy.

3. Users shall not create, display, transmit, or make accessible threatening, racist, sexist, obscene, offensive, annoying or harassing language, e-mail messages, and/or material, including broadcasting unsolicited messages, sending unwanted e-mail, or impersonating other users. Remember - the College's policies against discrimination and harassment apply to communications through the College's computing resource or otherwise.

4. All computer software is protected by federal copyright law. In addition, most software is being proprietary and protected by legal licensing agreements. Users are responsible for being aware of the licensing restrictions for any software used on the College's computing resources.

5. Users shall not download, reproduce and/or distribute copyrighted or licensed materials without proper authorization from the author or creator. Additionally, users shall not publish information, messages, graphics, or photographs on any web page, with the express permission of the author or creator.

6. Users shall not engage in activities to damage or disrupt the hardware, software, or any communication associated with the College's computing resources, such as virus creation and propagation, wasting system resources, overloading networks with excessive data, or any attempt to circumvent data protection schemes or uncover security loopholes.

7. Users shall not waste, monopolize, interfere or misuse the College's computing resources by, for example, requesting an excessive number of copies from a printer, playing games or participating in chain letters or Ponzi schemes.

8. Users shall not access or damage any portion of the College's computing resources or other College property, such as College records, applications or data. The College's computing resources shall not be used for illegal activities.

9. Users learning of the misuse of the College's computing resources or violations of the Acceptable Use Policy must notify a faculty member of the College or other College official immediately.

Enforcement

Failure to follow the Acceptable Use policy and any misuse of the College's computing resources may result in the suspension or revoking of access accounts, removal from the class with a grade of "F", as well as other College disciplinary action including but not limited to conduct probation, suspension, or dismissal from the College. All College policies and procedures are applicable to users of the College's computing resources. A violation of the Acceptable Use Policy is considered participation in an activity which -disrupts the educational process- of the College and is a violation of the Conduct Policy of the Catalog & Student Handbook, as well as other applicable policies and procedures of the College. Any conduct, which violates local, state, or federal laws, will result in the immediate loss of all access to the College computing resources and will be referred to appropriate College offices and/or law enforcement authorities.

Cape Fear Community College is not liable for actions of anyone connected to the Internet through the College's computing resources. All users will assume full liability: legal, financial or otherwise, for their actions.

Conduct

It is expected that at all times the student will conduct himself/herself as a responsible adult. Participation in any activity which, in the opinion of the administration, disrupts the

educational process or functioning of the College may result in disciplinary action. Specific violations of conduct include, but are not limited to the following:

a. destruction of college property
b. stealing
c. gambling
d. use of profane language
e. engaging in personal combat
f. possess or carry, whether openly or concealed, any weapon on campus; the only exception to this directive is in the case where training or job requirements of the students or employee requires that such be carried
g. possession and/or use of alcoholic beverages
h. possession and/or use of any drug as defined under the North Carolina Controlled Substance Act, G.S. 89-90 through G.S. 90-94

Violation of these rules of conduct will not be tolerated in or on any part of the campus, its satellites, equipment it operates, or wherever its employees or students are required to be while performing their duties as employees or students. Any violation of these standards of behavior may result in dismissal from the College.

Additional classroom rules will be designated by instructors or supervisors and must be followed by all.

Any person observing conduct violation(s) should immediately contact the Vice President of Student Development.

Conduct Probation and Suspension

Any student whose conduct becomes unsatisfactory may be placed on conduct probation; however, a student is subject to immediate suspension if deemed necessary by the Vice President of Student Development. Any misconduct after a person is placed on conduct probation may result in prompt suspension.

Right of Appeal

The right of appeal is granted to any student who has been suspended from Cape Fear Community College for conduct violations. To initiate such an appeal, follow the process outlined in the "Grievance Procedure" section.

Classroom Rules

According to College policy, no food or beverages are permitted in any classrooms, labs, or libraries at Cape Fear Community College.

Weapons on Campus

It is unlawful for any person to possess or carry, openly or concealed, any weapon on campus. The only exception made to this directive is in the case where training or job requirements of the student or employee requires that such a weapon be carried.

Crime Awareness and Campus Security Policy

I. Cape Fear Community College adheres to the following Crime awareness and Campus Security Policy.

A. In case of an accident, illness, criminal actions, and other emergencies, the Vice President of Student Development must be notified immediately. (If any of the above situations occur at any campus site (example: Pender County Satellite) the appropriate Director of that location must be notified.

B. The Vice President of Institutional Services or the designee is responsible for security and access to all campus facilities.

C. Campus law enforcement is handled by a local security agency. When further action is necessary they seek assistance from city police or county law enforcement.

D. Violations involving the possession, use, and sale of alcoholic beverages, possession and/or use of any drug as defined under the N.C. Controlled Substance Act will not be tolerated in or on any part of the campus, its satellites, equipment it operates, or wherever its employees or students are required to be while performing their duties as students or employees. Any violations of these standards of behavior may result in dismissal from the College.

E. All incidents (criminal and security) must be reported to the Vice President of Student Development (day) or Duty Administrator (night) and/or campus security guards.

F. All incidents (crime and security) must be reported on the appropriate form and turned in to the Vice President of Student Development.

II. Security Operations

A. Cape Fear Community College (CFCC) has a contract with a local, professional security firm to provide security for the Wilmington campus as well as off campus facilities (example: Roland-Grise) when classes are being held or when it is requested by sponsors of special events. An on-site security system is in place at both Pender County facilities. These systems are tied into local police departments. Security services are also provided at the North Campus.

B. The guards have portable radios and are constantly patrolling. Should any event requiring security occur, the guards are to contact the City of Wilmington Police (station is one-half block away) and then try to control event until police arrive. Events are reported to the appropriate personnel after the situation is under control. Security escorts are available to walk students, faculty and staff to their car at night. The switchboard operator, located on the second floor of the McLeod Building, will arrange escorts.

III. Information concerning crime awareness and campus security procedures and practices are disseminated to students and employees through the following.

A. Faculty, staff and student handouts.
B. Catalog and Student Handbook
C. Orientation.

IV. Information data on crime and security violations has been collected since August 1, 1992. Results of the data will be reported and available for distribution to interested parties.

Crime Data

Criminal Offenses - On-campus	2001	2002	2003
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	1	0	1
g. Burglary	1	4	2
h. Motor vehicle theft	0	0	1
i. Arson	0	0	0

Criminal Offenses - Non-campus	2001	2002	2003
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-Forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0

Criminal Offenses - Public Property	2001	2002	2003
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible (Include only incest and statutory rape)	0	0	0
e. Robbery	3	4	0
f. Aggravated assault	1	2	0
g. Burglary	4	0	0
h. Motor vehicle theft	5	10	0
i. Arson	0	0	0

Criminal Offenses - Reported by Local & State Police	2001	2002	2003
a. Murder/Non-negligent manslaughter		0	0
b. Negligent manslaughter		0	0
c. Sex offenses - Forcible		0	0
d. Sex offenses - Non-forcible (Include only incest and statutory rape)		0	0
e. Robbery		0	3
f. Aggravated assault		0	2
g. Burglary		0	1
h. Motor vehicle theft		0	0
i. Arson		0	0

Caveat:
Local Police Statistics

Judicial Board

Cape Fear Community College supports students' constitutional right to due process. The Judicial Board is the vehicle to insure the right of appeal.

The Judicial Board will consist of eleven (12) representatives from all areas of the College - faculty, staff, students and administration. The entire board will hear appeals concerning academic suspension, conduct suspension and charges of discrimination and/or denial of service on the basis of race, color, national origin, age, religion, handicap or sex. The Judicial Board's subcommittees will act on other categories of student appeals. The subcommittees, areas of responsibility, and composition are listed below.

Academic Subcommittee of the Judicial Board
The subcommittee will hear appeals in the matter of cheating and grades. The subcommittee consists of two (2) faculty, two (2) students and one (1) Student Development staff. One faculty member is to be chosen from each of the academic areas - vocational/technical and college transfer. The committee will select its chairman from the faculty membership.

Financial Aid Subcommittee of the Judicial Board
The subcommittee will hear appeals concerning suspension from the College's financial aid programs. The committee will consist of one (1) representative from the following areas - Fiscal Services, Student Development, faculty, and student. The chairman will be selected by the committee.

Residency Status Subcommittee of the Judicial Board
The subcommittee will decide matters of residency status for tuition purpose. The committee will consist of one (1) representative from Student Development, College staff, and a student. The committee will select its chairman.

Grievance Procedure

The right of appeal is granted to any student who has been placed on academic suspension, conduct suspension or feels he/she has been discriminated against or denied service on the basis of race, color, national origin, age, religion, disability or sex.

To initiate such an appeal, the student must submit a written appeal to the Vice President of Student Development within five (5) class days after being notified of the suspension or within five (5) class days of the grievous event. The Vice President of Student Development will present the appeal to the Judicial Board within five (5) class days of receipt of the written appeal. The Vice President of Student Development will notify the student of the Judicial Board's decision. The decision of the Judicial Board shall be final with no further appeals.

Written Student Complaint

As a matter of practice, CFCC subscribes to the philosophy that student complaints are best resolved on an informal basis. When a student has a complaint he/she should attempt to resolve concerns with college personnel having responsibilities directly at the source of the complaint. When informal procedures do

not resolve concerns, written student complaints should be sent to the Vice President of Student Development who will determine the appropriate college personnel to review the complaint. The student should receive written acknowledgment of the complaint from the Vice President of Student Development within five (5) working days.

The complaint will be reviewed and a collaborative effort will be made to resolve the complaint. Within twenty (20) working days of receipt of the complaint, the student will receive notification of the resolution of the complaint, or of the College's position on the complaint.

Sexual Harassment

Discriminatory personal conduct, including sexual harassment toward any member of the College, is a violation of both State and Federal law and college policy and cannot be tolerated in the College community.

All members of this college community are expected and instructed to conduct themselves in such a way as to contribute to an atmosphere free of sexual harassment. Sexual harassment of any employee or student by any other employee or student is a violation of the policy of this college and will not be tolerated.

Requests for sexual favors and other unwelcome verbal or physical conduct of a sexual nature by any employee or student constitutes sexual harassment when:

submission to such conduct is made either explicitly or implicitly a term or condition of an individuals employment, academic or student status, or

submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting that individual, or

such conduct has the purpose or effect of interfering with an individual's performance or creating an intimidating, hostile, or offensive environment in the workplace or the classroom.

Any student who believes that he or she has been subjected to sexual harassment in violation of this policy should make a confidential complaint to one of the Student Development counselors. If this is not feasible, the student may take the complaint to the Vice President of Student Development.

Evacuation of Buildings

An evacuation diagram is located on each floor and in each room of every building. The primary route for evacuating a building is indicated by a solid red line. If, for any reason, the primary route is blocked, use the secondary escape route indicated by a broken red line on the diagram. All occupants will follow this procedure EXCEPT HANDICAPPED PERSONS: CFCC staff will make provisions for all handicapped persons to be evacuated from the building by way of utilization of the outside stairwell and Wilmington Fire Department personnel.

Emergency Evacuation

Everyone must exit the building when the fire alarm sounds. IT IS NOT AN OPTION TO REMAIN IN THE BUILDING. Treat all alarms as the real thing. Students should take all personal belongings with them when evacuating the building.

Drug and Alcohol Policy

Cape Fear Community College is committed to providing an educational atmosphere that is free of substance abuse and encourages healthy and safe lifestyles. Listed below is information on Cape Fear Community College's policy on drugs and alcohol, health risks involved in drug/alcohol abuse, North Carolina's laws regarding drug use, and community resources pertaining to substance abuse.

The use and abuse of drugs and alcohol are subjects of immediate concern in our society. These problems are extremely complex and ones for which there are no easy solutions. From a safety perspective, the users and/or abusers of drugs or alcohol may impair the well-being of all employees, students, and the public at large, and may result in property damage to the College. Therefore, in compliance with the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989, it is the policy of Cape Fear Community College that the unlawful use, possession, distribution, manufacture, or dispensation of a controlled substance or alcohol, is prohibited while on College premises, the College workplace, or as part of any College sponsored activity. Any student violating this policy will be subject to disciplinary action up to and including termination or expulsion and referred for prosecution.

1. Cape Fear Community College does not differentiate among unlawful users, sellers, or pushers of drugs or alcohol. Any employee or student who uses, possesses, sells, gives, or in any way transfers alcoholic beverages or a controlled substance is subject to disciplinary proceedings by the College, and referred for prosecution.

2. The term controlled substance means any drug listed in CFR part 1308 and other federal regulations, as well as those listed in Article V, Chapter 90 of North Carolina General Statutes. Generally, these are drugs which have a high potential for abuse such as: Marijuana, Cocaine, PCP, Heroin, and Crack among others. They also include legal drugs that are not prescribed by a licensed physician. The term alcoholic beverage includes beer, wine, whiskey and any other beverage listed in Chapter 188 of the General Statutes of North Carolina. Persons within the College community are responsible for knowing about and complying with the Cape Fear Community College Drug/Alcohol Policy.

3. Any employee or student who unlawfully possesses, uses, sells, or transfers alcoholic beverages or illegal drugs to another person; or who is convicted of violating any criminal drug or alcoholic beverage statute while in the workplace, on College premises, or as part of any College sponsored activity, will be subject to disciplinary action by the College up to and including termination or expulsion, and referred for prosecu-

tion. Specifically, any such person convicted of a felony, or a misdemeanor which results in an active prison sentence will, if a student, be expelled, or if an employee, be terminated from employment (subject to existing disciplinary policies applicable to state or federal law which may apply to employees). Other misdemeanors or convictions will be evaluated on a case-by-case basis and the specific penalties may range from written warnings with probationary status to enrollment expulsions and employment discharges. The College may also require the employee or student to successfully complete a drug abuse treatment program as a precondition for continued employment or enrollment. Persons charged with illegal drug/alcohol involvement may be suspended pending any legal proceedings if, it is determined by the President, or his designee, that the persons continued presence within the College would pose a serious and immediate danger to the health or welfare of other persons within the College.

4. Each employee or student is required to inform the Personnel Director or the Vice President of Student Development, respectively, in writing within five (5) days after a conviction of any criminal drug or alcoholic beverage control statute where such violations occurred in the College workplace, on College premises, or as part of any College sponsored activity. A conviction means a plea of or a finding of guilt (including a plea of nolo contendere) and the imposition of a sentence by a judge or jury in any federal or state court.

For those students or employees receiving or working under a federal grant, the College must notify the United States governmental agency from which a grant was made within ten (10) days of receipt of such notice from the grant employee, or otherwise after receiving actual notice of a criminal drug conviction. Appropriate disciplinary action will be taken by the College within 30 calendar days from the receipt of such notice. The law requires that all employees abide by this policy as a condition for continued employment on any federal grant.

Legal Consequences

The illegal use of drugs and alcohol constitutes a serious crime under federal, state and local laws. Convictions may result in imprisonment, fines and/or mandatory community service. A drug conviction can disqualify a student for federal student aid. A record of a felony conviction may prevent a person from entering a chosen career. North Carolina law makes it illegal to manufacture, to sell or deliver, to possess with intent to sell or deliver, or to traffic in controlled substances.

Under North Carolina law, the minimum age to purchase, possess, or consume any alcoholic beverage is 21 years old. Consumption of liquor or fortified wine by anyone 18-years-old and younger is a Class 1 misdemeanor. Those 19- and 20-year-olds who drink beer or wine will be charged with a Class 3 misdemeanor. A person convicted for the first time of selling or providing alcohol to someone under 21 will receive a minimum sentence of a $250 fine and 25 hours of community service. For a second or subsequent offense within four years, the penalty is no less than a $500 fine and 150 hours of community service. A person convicted of aiding and abetting the sale or provision of alcohol to someone under 21 for a second or subsequent offense within four years, the sentence is no less than a $1000 fine and 150 hours of community service. A driver may not consume any alcoholic beverages while driving. Driving after drinking with an alcohol concentration of .08 means a person is driving while impaired. No person may transport in the passenger area spirituous liquors in any container other than the manufacturer's unopened original container. Violations may result in imprisonment, fine, mandatory community service and/or loss of driving privileges. Therefore, 19- or 20-year-olds who are convicted of an alcohol violation may have a criminal history that would affect professional organizations, and employers could use such a record to reject an applicant.

Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance

- 21 U.S.C. 844(a) - 1st conviction: Up to 1 year imprisonment and fined at least $1000 but not more than $100,000, or both. After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined at least $2,500 but not more than $250,000, or both. After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least $5,000 but not more than $250,000, or both. Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to $250,000, or both, if:
  - 1st conviction and the amount of crack possessed exceeds 5 grams.
  - 2nd crack conviction and the amount of crack possessed exceeds 3 grams.
  - 3rd or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.
- 21 U.S.C. 853 (a)(2) and 881 (a)(7) Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than 1 year imprisonment. (See special sentencing provisions re: crack)
- 21 U.S.C. 881(a)(4) Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.
- 21 U.S.C. 844a Civil fine of up to $10,000.
- 21 U.S.C. 853a Denial of Federal benefits may apply, such as student loans, grants, contracts, and professional and commercial licenses.
- 18 U.S.C. 922(g) Ineligible to receive or purchase a firearm.

Miscellaneous: Revocation of certain Federal licenses and benefits, e.g. pilot licenses, public housing tenancy, etc., are vested within the authorities of individual Federal agencies. Note: These are only Federal penalties and sanctions. Additional State penalties and sanctions may apply.

Health Risks

No illicit drug is free of health risks. Most carry the danger of psychological or physical addiction. All cause distortion of brain functioning and can alter thinking, perception, and memory, as well as, affect behavior. The use of intravenous drugs also presents the risk of infection with potentially deadly diseases (e.g. AIDS develop as result of damage to the respiratory, circulatory, and other body systems). Every illicit drug has the

potential to result in death-whether from the body's own reaction to the abuse of drugs or from accidents caused by persons who are impaired. Although alcohol is not an illegal substance when consumed by adults over the age of 21, it presents many of the same health risks as illicit drugs. Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increases the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions; severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described. Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver. Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

Available Resources
Many public and private resources are available for those needing assistance with drug or alcohol issues. In New Hanover County, call (910) 251-6530. In Brunswick County, call (910) 253-4485. In Pender County, call (910) 259-5476.
Another resource is the Alcohol/Drug Council of NC Information and Referral Service: (800) 688-4232. This is a drug abuse information and treatment referral line where individuals can get information and referrals to appropriate treatment facilities.

A number of private treatment facilities, agencies, and therapists are available. For a complete list of treatment options and help in determining the most appropriate action, contact Diane Badakhsh, (910) 362-7158, Drug and Alcohol Program Coordinator.

Educational activities and information emphasizing prevention are provided for students and employees. Student and college personnel participation is encouraged.

EXTENDED SERVICES
Continuing Education Department

General Course Information

An important function of the college is to provide numerous courses for the continuing education of adults. The development of these courses is based upon the needs and interests of the professional, business, industry, and civic communities. Continuing Education programs promote the concept of lifelong learning by providing meaningful educational experiences that will help adults meet occupational and professional goals and fulfill social and personal needs. Courses and programs are offered that allow adults to achieve their full potential in our ever-changing world of knowledge, skill, and understanding. The diversity of these programs range from basic reading and writing skills, to vocational and technical upgrading, to specialty certification, to cultural and personal enrichment.

Classes are held at the Wilmington downtown campus and at other locations throughout New Hanover and Pender counties. Full details can be obtained by calling the office of the Dean of Continuing Education, (910) 362-7170.

Directory of Services Areas

Continuing Education is divided into the following areas:

Basic Skills Division
- Adult Basic Education (ABE)
- General Education Development (GED)
- Adult High School Program (AHS)
- English as a Second Language (ESL)
- Compensatory Education Development (CED)
- Family Literacy Program (FLP)
- Workforce Literacy Program

Business, Industry and Government (BIG) Division
- Small Business Seminars, Counseling, and Referral
- Industry Training
- New and Expanding Industry Training (NEIT)
- Focused Industrial Training (FIT)
- Apprenticeship Training
- Certifications
- Computer Classes
- OSHA Safety Training
- Online Courses
- Human Resources Development Program
- Pender County Resource Center-Partner Agency
  - Teacher Recertification Classes

Public Health and Safety Division
- Emergency Medical Technician (EMT) Training
- In-Service Law Enforcement Training
- Nurse Aide (NA) Training
- Motorcycle Safety Training
- Defensive Driving Classes

Burgaw Campus
- Computer Classes
- Nurse Aide Classes
- Command Spanish Certification Classes

Hampstead Campus
- Computer Classes
- Fire Training
- Fire Cadet Training Lab
- Wastewater Treatment Classes

Community Services Division
- Arts and Crafts Classes
- Notary Classes

Admission

Generally, any person who is 18 years of age or older, or whose high school class has graduated, is eligible for admission to Continuing Education classes. Applicants are usually admitted on a first-come, first-serve basis. Some classes have specific admission requirements. In such cases, applicants will be properly notified. High school juniors and seniors, 16 years of age and older, may enroll with permission from high school officials. Individuals interested in attending any occupational extension or community services course may register by visiting the college or attending the first class. Applicants are accepted on a "first come, first served" basis.

Registration and Special Information

For information concerning the current class offerings and their locations in New Hanover County, call (910) 362-7170. For Pender County classes, CFCC Burgaw Campus, call (910) 675-1439/259-4966; for CFCC Hampstead Campus classes, call (910) 270-3069; for CFCC North Campus classes, call (910) 362-7700.

The CFCC Burgaw Campus is located in the Pender Progress Industrial Park. This location is approximately five blocks south of downtown Burgaw adjacent to Burgaw Middle School.

The CFCC Hampstead Campus is located in the former Topsail Middle School, Hampstead.

The North Campus is located at 4500 Blue Clay Road, Castle Hayne.

Some classes require pre-registration, however many classes only require you to make a reservation by telephone. Call (910) 362-7196 for specific registration information.

Students are asked to pre-register but may register for classes at their first class meeting. The individual's Social Security number is required for registration. Course cost (tuition) will vary from $50 to $65 depending on the number of scheduled hours plus the cost of any required text(s) and supplies. A high school diploma is not required for registration. Registration fees for Continuing Education Department classes are not always refundable. The refund policy, as set forth by the North Carolina General Assembly, follows in the next paragraph. Many classes are FREE for N.C. citizens 65 years of age or older. However, for classes designated as self-supporting, all students must pay the tuition fee and costs for required text and supplies.

Class Schedule

Classes are normally scheduled on an on-going basis with new classes generally beginning each September, January, March, and June. Special seminars and industrial courses may be scheduled to begin at any time period appropriate to a company and Cape Fear Community College. Specific announcements of course offerings, registration dates, and places will be made through local news media and other appropriate means approximately three weeks prior to the beginning of the course. For current course information, please call (910) 362-7170. Course information is also accessible at the College's web site at cfcc.edu.

Minimum Enrollment Required

Normally a course will be offered when a minimum number of persons enroll. The college reserves the right to cancel any course when an insufficient number of people register.

Class Hours

The majority of occupational extension and community service courses are offered one or two evenings per week for 6-12 weeks. Courses may meet for one to four hours per evening. Special extension, industrial, and seminar programs may be scheduled at the convenience of the participants and college.

Fees

For all occupational extension and community services courses, there is a required registration fee from $50.00 to $65.00 depending on the number of scheduled hours of instruction. In compliance with North Carolina statutes, however, this fee may be waived for selected individuals. Other costs in these classes may include textbooks and/or equipment and supplies and a $5.00 technology fee. In a limited number of self-supporting classes and seminars, special fees may be charged. If you are a North Carolina resident, 65 years old or older, you are exempt from **most** registration and tuition fees. Textbook and/or course supply fees may still be required. Registration fees are subject to change contingent upon action by the NC General Assembly. Refunds are not issued after the 10% census date of the course.

Withdrawal and Refund Policy

The Refund Policy, as set forth by the North Carolina General Assembly, follows in the next paragraph. Many classes are FREE for N. C. Citizens 65 years of age or older. However, for classes designated as self supporting all students must pay the tuition fee and costs for required text and supplies. To be eligible for a refund the student must officially withdraw from the class. The student must complete a refund request form. Refund request forms are available at each class site. Any fees paid are nonrefundable, including professional liability insurance and technology fees.

A 100 percent tuition refund shall be made if the student officially withdraws from class before the first class meeting. A written request must be dated and received by the Continuing Education

Department, or instructor before the first class meeting.

A 75 percent tuition refund shall be made if the student officially withdraws from class prior to or on the 10 percent date of scheduled hours. A written request must be dated and received by the Continuing Education Department, or instructor prior to or on the 10 percent date of scheduled hours. Students are responsible for obtaining the 10 percent date from their instructor on the first class meeting.

A full refund shall be made for classes canceled by the college. Students do not have to request refunds in this case.

Basic Skills Division

The Basic Skills Division includes the following programs for adults 16 years of age or older, who wish to begin, continue, or expand their educational skills:

Adult Basic Education (ABE)
Adult High School Diploma (AHS)
Compensatory Education Development (CED)
General Education Development (GED)
Family Literacy Program (FLP)
Workforce Literacy Program
English As A Second Language (ESL)

All classes are offered at convenient times and locations. All classes are free. Anyone under 18 years of age must have school and parental release forms.

Pre-registration/Orientation

To enroll in ABE, GED or AHS classes at CFCC, students must attend a pre-registration and orientation session. No appointment is necessary. All sessions are held on the main campus of CFCC. Students who wish to enroll in off-campus classes may register at the class site. Cost is FREE.

Adult Basic Education (ABE) Classes

The ABE program is designed for persons 16 or older with or without a high school diploma or its equivalency who function below the ninth grade level. Students receive individualized instruction in basic math, language, and reading. These classes improve adult's basic skills preparing them to later enroll in GED or Adult High School Diploma classes.

For more information, call (910) 362-7179.

General Educational Development (GED) Classes

The GED program is designed for persons 16 or older without a high school diploma or its equivalency and who function at or above the 9th grade level. Students receive individualized instruction to prepare for the five areas of the GED exam. Persons who pass the GED will receive a high school equivalency certificate.

For more information, call (910) 362-7179.

GED Testing

Individuals wishing to take the high school equivalency exam must provide proof of age, identity, and N.C. Residency. (A valid N.C. Driver's License or N.C. Special I.D. will satisfy these requirements.) Pre-GED pass forms as well as your social security number are required. The cost of the GED test is $7.50.

For more information, call (910) 362-7179.

Pre-GED Testing

Students must take and pass the Pre-GED lab before taking the GED test.

For more information, call (910) 362-7179.

Adult High School Diploma (AHS) Classes

The Adult High School program is designed for persons over 18 years of age who have not completed high school and wish to earn a high school diploma. Students who are 16 or 17 years old may enroll only if they have officially withdrawn from public school. Students must complete 20 units and pass the North Carolina Competency Test to be eligible to graduate. Classes meet nightly, Monday through Thursday, from 5:30 pm until 9:30 p.m. at campus sites in Wilmington and Burgaw. The cost is FREE. Registration for all AHS classes is held at the Wilmington campus.

For information, please call (910) 362-7182.

Family Literacy Program (FLP)

Family Literacy is designed for parents whose educational level is below that of a high school graduate. The goal of Family Literacy is to provide, in one location, a positive educational setting that will allow a parent the chance to enhance his/her skill level or to earn a GED Diploma while providing their young children with constructive preschool or elementary school activities.

For more information, call (910) 362-7179.

Workforce Literacy Program

Workforce classes are the result of partnerships between CFCC and local businesses and industries. The focus of this program is to improve skills that will lead to enhance competitiveness for business and industry. Mathematics, reading, and communication skills are taught to employees at the job site or at a CFCC site. Whether improving English language skills, improving specific work skills, or working toward a high school diploma or equivalency, the result of the program is a more capable, confident, and efficient employee.

For more information, call (910) 362-7183.

English as a Second Language (ESL) Classes

The ESL program is designed for persons 16 years or older whose native language is not English. Instruction focuses on English skills that will enable students to interact effectively in the community, workplace, or in higher education.

Classes are designed to serve the needs of those individuals who have no English skills up to and including individuals who are preparing for university study. ESL classes help individuals develop skills to secure a job, help children with schoolwork, talk on the phone, meet new people, and improve communication skills.

In addition, TOEFL classes are offered to assist individuals preparing to enter a college or university and need to pass the Test of English as a Foreign Language.

For information call (910) 362-7049.

Compensatory Education Development Program Classes

The CED program provides educational opportunities for individuals with developmental, cognitive or intellectual disabilities to prepare them to function in society. Areas of classroom instruction include community living, consumer education, vocational education, math, social science, language, and health.

For more information, call (910) 362-7457.

Center for Business, Industry, & Government (BIG) Training

The Center for Business, Industry, and Government offers seminars and customized industry training for individuals and businesses in New Hanover and Pender counties. To request industry training or receive information on upcoming classes or seminars, call (910) 362-7196, check our web page at www.cfcc.net/big or email us at bigcenter@cfcc.net.

Small Business Seminars

Topics of interest to existing and prospective small business owners are offered throughout the year. Seminar topics include: starting a business, writing the business plan, financing the business, marketing, and Occupational Safety and Health Administration (OSHA) standards. To enter your name on the mailing list or to receive a brochure of upcoming seminars, call (910) 362-7196 or email us at bigcenter@cfcc.net.

Small Business Counseling and Referral

The Small Business Center maintains a library of small business planning brochures that are free to the prospective or existing business owner. There are two computers with business plan software available for client use. The center also offers free one-on-one counseling and referral to area resources.

Industry Training

The Center for Business, Industry and Government provides training for industry at CFCC as well as on-site at your business. Topics vary widely according to industry need and can be customized. Examples of industry offerings include: technical training, basic computer and software program skills, oral and written communication skills, management, supervision, quality standards, IS0 9000, customer service, and team- building. Industry training requirements can be identified via the BIG Center's home page http//cfcc.net/big.

Computer Instructional Programs

Call (910) 259-4966/675-1439 for classes at the Burgaw campus, (910) 270-3069 for classes at the Hampstead campus, and (910) 362-7196 for classes at the Wilmington campus.

Computer classes are offered throughout the year. New classes begin monthly. Check the various CFCC campuses for computer courses currently available. Online computer courses are now being offered.

New and Expanding Industry Training (NEIT)

The New and Expanding Industry Training program is designed to develop and deliver training for the workforce of any new, re-locating or expanding industry in our service area. This includes pre-employment assistance, providing training and instructors for a company's specific needs, using community college training facilities, and providing pertinent training supplies and materials.

For more information, call (910) 362-7050.

Focused Industry Training (FIT)

FIT is intended for workers in qualifying manufacturing operations; software design companies and computer systems design organizations who need to update their technical skills. This includes helping companies assess their training needs and develop their training plans. Typically this training combines on-the-job learning with classroom instruction. Training can be customized to fit an industry's specific needs and can be offered at the company site or at Cape Fear Community College.

For more information, call (910) 362-7050.

Apprenticeship Training

Offered in partnership with the NC Department of Labor, this program is designed to provide the specific skills associated with a trade. On-the-job training, combined with classroom instruction, develops the employees hands-on-skills, and results in the award of a certificate as a journeyman in the trade.

Certifications

The Center for Business, Industry and Government offers a variety of certification classes to meet the continuing education requirements of trade contractors and other occupations including HVAC, electrical, plumbing, fire sprinkler and, Wheels of Learning instructor training. Approved classes for teacher recertification are also offered.

For more information call, (910) 362-7254.

Computer Classes

Dozens of computer classes covering a variety of software and applications are offered through the Division of Continuing Education. Classes include: Intro to the PC and Internet, Introduction to Computers, Personal Computer

Troubleshooting, Excel, Powerpoint, Creating Web Pages, Flash, PhotoShop, and Print Shop.

For more information, call (910) 362-7196.

Languages
Classes in all levels of Spanish are available in addition to Speed Spanish and Spanish for the Workplace. Call (910) 362-7196 to complete a simple screening instrument to determine which level is right for you. Courses in Sign Language, Levels I and II, and "French for Business" are offered.

Medical On-Line Classes
These entry-level online courses offer students the convenience of attending class from home. Courses include Medical Terminology, Medical Coding, Medical Billing, and Medical Transcription.

For more information, call (910) 362-7199.

OSHA Safety Training
This training includes the 10-hour certification courses in both construction and industrial safety.

For more information, call (910) 251-5345.

Online Courses
The Center for Business, Industry and Government offers over 150 instructor-led courses that are available via the Internet. Topic areas include: computers-certifications and applications, web design, customer service, paralegal, purchasing, project management, production and inventory management, small business, and writing.

For more information, call (910) 362-7196 or log onto www.ed2go.com/cfcc.

ServeSafe Food
The National Restaurant Foundation, in conjunction with CFCC, offers certification to those who successfully complete this course, which is taught by New Hanover County Environmental Health Specialists.

For more information, call (910) 362-7196.

Human Resources Development
The Human Resources Development (HRD) Program is designed for individuals who wish to become more marketable by upgrading their employability skills. Topics include resume writing, interviewing techniques and communication skills, which will enable students to project a professional image. Classes are offered year round and include Introduction to Computers, Employability Labs and Employability Skills. Classes are free to those who qualify. HRD class size is limited, so pre-registration is required.

For more information, call (910) 362-7324.

Pender County Resource Center
The Pender County Resource Center provides access to employment and training services for area residents. The Resource Center is affiliated with the Pender County Joblink as a partner site and assists with developing a resume, job interview skills, job search techniques and other pre-vocational activities.

For more information, call (910) 259-9105.

Public Health and Safety Division

Emergency Medical Technical Programs
For information and class schedules, call (910) 362-7512.

Emergency Medical Technician training prepares the student to perform basic and advanced patient care in a pre-hospital setting. After successful completion of the course, a state examination is required for certification. Courses offered include initial Medical Responder, EMT-Basic, EMT-Intermediate and EMT-Paramedic, as well as continuing education for all levels of EMT training.

Motorcycle Class
The MSF Rider courses provide students with valuable information about controlling motorcycles and reducing the risk involved in riding. The DMV waives the riding skills test for motorcycle endorsement applicants who have successfully completed the North Carolina Motorcycle safety education program. For information and class schedules, call (910) 362-7175.

Nurse Aide Program
For information and class schedules, call (910) 362-7218.

Nurse Aide Level I - Prepares graduates to provide personal care and perform basic nursing skills for the elderly and other adults.

Nurse Aide Level II - Prepares Nurse Aides to perform more complex nursing skills.

Nurse Aide Refresher - A fifteen (15) hour refresher course designed for skill/competency testing of Nurse Aide employees.

Family & Adult Home Care Programs
For information and class schedule, call (910) 362-7218.

Family Care Home-Personal Care Training - A twenty (20) hour training program for aides in family care homes who perform basic personal care tasks.

Adult Care Home-Personal Care Training - A forty (40) hour training program for personal care aides in adult care homes of seven or more residents and homes for developmentally disabled adults who perform basic personal care tasks.

Community Services and Self-Supporting Division

Community Service programs are an integral part of Continuing Education. Classes such as art, home economics, and general interest are offered mornings, afternoons, and evenings. These serve approximately 3,000 students in more than 400 classes per year. Classes are conducted at various locations throughout new Hanover and Pender County. Classes are also coordinated with local community centers, senior citizens centers, and recreation centers. Likewise, businesses, churches, and schools as well as public facilities are utilized. Courses are frequently designed to meet specific requests; therefore, this area is expected to change with the interests and needs of the community. Students are regularly surveyed for comments and suggestions.

Electrical Contractors' Renewal Course Programs

For more information, call (910) 362-7189.

The Electrical Contractors' Renewal Courses are held throughout the year. This provides Electrical Contractors the six hours of mandatory continuing education credits required to maintain a license.

Real Estate Continuing Education Program

For more information, call (910) 362-7189.

CFCC offers eight (8) hour seminars during the months of December, February, and May which are designed to provide Real Estate Agents their required continuing education credits as mandated by the North Carolina Real Estate Commission. Provider #1021.

Concealed Carry Safety Course

For information and class schedules, call (910) 362-7189.

Teaches the aspects of the N.C. Concealed Carry-Handgun law including fundamentals of safety and basic marksmanship. Six (6) hours of classroom and six (6) hours range training. The course is offered twice a year.

EPA/CFC Refrigerant Recovery/Recycling Certification Exam

For information and schedule, call (910) 362-7189.

Course designed for HVAC technical personnel to assist in meeting EPA mandated training requirements in preparation for the N.C. State Board of Refrigeration Examiners. Course is offered every three months.

Leisure & Recreational Courses

Courses offered in Pottery, Painting and Photography. For information and class schedules, call (910) 362-7189.

N.C. General Contractors Residential Licensing Seminars
Seminars are offered every three months. For information, dates and times, call (910) 362-7189.

Auto Safety Inspection Classes

These classes are for auto inspection certification or re-certification as required by the State of North Carolina.

Fundamental of Heating I

This class covers the following: Gas Appliances, Gas Piping, Venting, Combustion and Ventilation.

Marine Captain's Course

This course will provide students with the information necessary to take the U.S. Coast Guard examination for licensing as an Operator of Uninspected Passenger Vessels or the Master's License for vessels up to 100 gross tons, on inland, near coastal or ocean waters.

Notary

This course is required by the state of North Carolina in order to apply to become notary. All requirements for becoming a notary are covered in this course.

Fundamentals of Golf for Beginners

This course covers the basics of golfing from choosing the correct equipment to developing the proper swing.

Kayaking

This course covers the essentials needed to begin your kayaking experience in a simple step-by-step process.

Aviation Ground School

This course is designed to provide all ground school training for people interested in flying or working with the FAA as a tower operator or radar operator. This course is only classroom time and does not include flight lessons.

As needed **Upholstery**, **Ceramic Tile**, **Self-Defense**, and **Small Engine** classes will be offered.

Burgaw Campus

100 East Industrial Drive, Burgaw, North Carolina 28425
Phone: (910) 675-1439 Fax: (910) 259-9048

Courses offered at this campus include but are not limited to: Computers, Nurse Aide 1 & 2, Manicuring, Spanish for the Workplace, Crafts, Oil Painting and Sewing. In addition under Basic Skills offering include: Adult High School, General Education Diploma (GED), Compensatory Education, English As A Second Language (ESL) and some curriculum courses. This campus also houses the Pender County JobLink Resource Center.

For more information: (910) 259-4966 or (910) 675-1439.

Hampstead Campus

15060 Hwy 17 North, Hampstead, NC 28443
Phone: (910) 270-3069, Fax: (910) 270-4461

The CFCC - Hampstead Campus offers continuing education classes at this Pender County location. Registration for any of the classes listed is done through registration on the day that the class is scheduled to begin. The Curriculum Classes that meet in Hampstead are registered through the main campus at CFCC in Wilmington, NC.

Basic Law Enforcement Training (BLET)
Call (910) 270-0657 for details.
Computer Classes
Fire & Rescue Training
Floral Design
Genealogy Basics
GED Classes
Interior Design
Landscape Design
Landscape Maintenance
One Stroke Painting
Self-Defense
Wastewater Treatment Plant Operator I, II, III, IV

Fire & Rescue Training classes are also offered on a regular basis at fire departments throughout New Hanover & Pender Counties. For more information and class schedules call (910) 270-3069.

Firefighter Training Center, offers NC State Certification classes through computer based interactive CD training.

Teleconferencing

Cape Fear Community College has downlink capabilities via a satellite dish to receive teleconferences which may originate from anywhere in the nation. These teleconferences represent a wide range of interests including: health care, higher education, law enforcement, small business, photography, plus many more.

These teleconferences are shown in the Teleconference Center (S-501) and the Auditorium (S-002), and broadcast over a large projection screen. The Teleconference Center has a seating capacity of 50 people and the Auditorium has a seating capacity of 115 people.

Distance Learning

The Commission on Colleges of the Southern Association of Colleges and Schools (SACS) (2000) defines Distance Learning, for the purposes of accreditation review, as a formal educational process in which the majority of the instruction occurs when student and instructor are not in the same place. Instruction may be synchronous or asynchronous. The goal of Distance Learning (DL) is to provide an alternative delivery system for students who for various reasons, prefer a non-traditional learning environment and to provide additional access to course offerings. These courses may be offered via the Internet, Telecourses, or another appropriate medium using audio, video or other computer technologies.

Internet or Online courses provide course content through the use of a computer which connects to the Internet. Students must have regular access to an off-campus computer and may be required to use specific software. Successful Online students are expected to be competent in basic computer skills. Telecourses provide a portion of the course content by way of broadcasts on the public television stations (PBS), The Learning Network of the Cape Fear (TLN) or by videocassettes. For the latest developments in DL please check: www.cfcc.edu/dl

DL courses usually follow the same course schedule as traditional face-to-face courses and are not "self-paced". Although DL course requirements vary, most have attendance requirements, a textbook, and assignments which must be completed. Beyond basic computer skills, successful DL students should be highly self-motivated, resourceful, and independent learners. Critical thinking skills, time management, and organizational skills are also beneficial to DL students. The most current information on DL course offerings may be found at: www.cfcc.edu/dl

Registration procedures for DL courses are the same as those for traditional courses. School policies, such as withdrawal and financial aid also apply to DL courses. The Admissions Office provides students with an online admission form, which can be found at: www.cfcc.edu/admissions/adm.html In addition, information pertaining to Programs, Departments and Divisions, Academic Support Services, and other related information can be found online at: www.cfcc.edu/divs.htm

PROGRAMS OF STUDY

	Code	Degree	Diploma	Certificate
Accounting	A25100	AAS		
Air Conditioning, Heating, and Refrigeration Technology	D35100		*	*
Architectural Technology	A40100	AAS		
Associate Degree Nursing	A45100	AAS		
Associate in Arts	A10100	AA		
General Studies				
Associate in Arts				
Pre-Majors				
Art Education	A1010A	AA		
Business Education & Marketing Education	A1010C	AA		
(For any student seeking a business degree at a four-year institution)				
Criminal Justice	A1010D	AA		
(For students transferring to a four-year institution)				
Elementary Education	A1010P	AA		
English	A1010E	AA		
English Education	A1010F	AA		
History	A1010H	AA		
Middle Grades Education, and Special Education	A1010S	AA		
Political Science	A1010K	AA		
Psychology	A1010L	AA		
Social Work	A1010Q	AA		
Sociology	A1010N	AA		
Speech/Communication	A10100	AA		
Associate in Science	A10400	AS		
General Studies				
Associate in Fine Arts				
Pre-Majors				
Drama	A1020C	AFA		
Associate in General Education	A10300	AGE		
Autobody Repair	D60100		*	*
Automotive Mechanics *(Automotive Systems Technology)*	A60160	AAS		*
Basic Law Enforcement Training	C55120			*
Boat Building	D35120		*	*
Business Administration	A25120	AAS		
Carpentry	D35180		*	*
Chemical Technology	A20120	AAS		
Community Spanish Interpreter *(Limited classes available at present)*	A55370	AAS		*
Computer Engineering Technology	A40160	AAS		*
Computer Information Systems	A25260	AAS		*
Cosmetology	D55140		*	
Criminal Justice Technology	A55180	AAS		
Culinary Technology	A55200	AAS		*
Customer Service	C25120			*
Dental Assisting	D45240		*	
Dental Hygiene	A45260	AAS		
E-Commerce	A25121	AAS		
Early Childhood Associate	A55220	AAS	*	*

	Code	Degree	Diploma	Certificate
Electrical/Electronics Technology	A35220	AAS	*	*
Electronics Engineering Technology	A40200	AAS		*
Esthetics Technology	C55230			*
Film and Video Production Technology	A30140		*	*
Hotel and Restaurant Management	A25240	AAS		
Lodging Track	C25240L			*
Restaurant Track	C25240R			*
Industrial Systems Technology	D50240		*	*
Interior Design	A30220	AAS		
Instrumentation Process Controls	A4020A	AAS	*	*
Landscape Gardening	A15260	AAS		*
Retention Pond Management	C15260			*
Licensed Practical Nurse Refresher	C45390			*
Machining Technology	A50300	AAS		*
Manicuring/Nail Technology	C55140			*
Marine and Diesel Mechanics *(Heavy Equipment and Transport Technology)*	A6024C	AAS	*	*
Marine Propulsion Systems *(Certificate only at present)*	D60220			*
Marine Technology	A15320	AAS		
Mechanical Engineering Technology	A40320	AAS		
Drafting *(Mechanical Engineering Technology)*	D40320		*	*
Drafting *(Mechanical Engineering Technology)*	C40320			*
CAD Drafting *(Mechanical Engineering Technology)*	C40320			*
Electrical/Electronic CAD Drafting *(Mechanical Engineering Technology)*	C40320			*
Medical Transcription	D25320		*	
Medical Sonography	A45440	AAS		
Occupational Therapy Assistant	A45500	AAS		
Office Systems Technology	A25360	AAS		*
Paralegal Technology	A25380	AAS	*	
Civil Litigation Track				
Real Property Track				
Pharmacy Technology	D45580		*	
Phlebotomy	C45600			*
Practical Nursing	D45660		*	
Radiography	A45700	AAS		
Real Estate	C25400			*
Real Estate Appraisal	C25420			*
Truck Driver Training	C60300			*
Welding Technology	D50420		*	*

AA-Associate in Arts Degree (College Transfer) Two-Year Program
AS-Associate in Science Degree (College Transfer) Two-Year Program
AAS-Associate in Applied Science Degree Two-Year Program
AFA-Associate in Finr Arts Degree (College Transfer) Two-Year Program
AAS-Associate in General Education Degree Two-Year Program
Diploma-One-Year Program
Certificate-Program length varies

College Transfer

College Transfer: General Information and Articulation Agreements

University of North Carolina Minimum Admission Requirements, Effective Fall 2004 and Fall 2005
(More commonly referred to as "Minimum Course Requirements" or "MCR")

To enroll in a senior institution in the University of North Carolina (UNC) System, students whose high school class graduated in 1990 or later must have completed the following high school requirements:

- Four (4) units of English (emphasizing grammar, composition, and literature);
- Two (2) units of a language other than English;
- Three (3) units of mathematics in any of the following combinations:
  Algebra I and II and geometry, or
  Algebra I and II and one unit beyond Algebra II, or
  Integrated Mathematics I, II, and III;
- Two (2) units of social studies (including one unit of US history);
- Three (3) units of science (including a unit of life or biological science, a unit of physical science, and at least one laboratory course).

If a student has not met all the above requirements, the student is considered deficient in MCR. To remove an MCR deficiency and enroll in the UNC System, the student may choose one of the following options: 1) earn an Associate of Arts Degree or an Associate of Science Degree or an Associate of Fine Arts Degree or 2) complete the following:

- Six (6) semester hours of freshman composition.
- Six (6) semester hours of a foreign language sequence.
- Six (6) semester hours of college-level mathematics (must have an M-A-T prefix).
- Six (6) semester hours of natural sciences.
- Six (6) semester hours of social and behavioral sciences.

Students should always check with the Admissions Office of the receiving institution for the most current transfer information. The UNC institutions may waive some of the minimum requirements for applicants who require special consideration.

The North Carolina Comprehensive Articulation Agreement *(Date of Implementation: Fall of 1997)*
To facilitate the transfer of students between the North Carolina Community College System and the constituent institutions of the University of North Carolina System, the North Carolina General Assembly mandated the Comprehensive Articulation Agreement (CAA). The CAA applies to students who are pursuing an Associate in Arts or an Associate in Science degree and provides guidance to those who are pursuing an Associate in Fine Arts degree. The main difference between the Associate in Arts and the Associate in Science degrees is that the Associate in Science degree requires a stronger background in math and science. Both degrees consist of a general education core of at least 44 semester hours and 20-21 semester hours of electives. Since the Associate in Fine Arts degree contains only 28 semester hours in the general education core, students may still be required to complete the core or the basic studies requirements of the receiving institution. The core provides opportunities for students to know the philosophy, literature, institutions, and art of their own culture and other cultures; to understand math and science; to communicate with others and develop a sense of community. The core also helps students achieve competencies in the following: reading, writing, oral communication, fundamental mathematical skills, and the basic use of computers (SACS Criteria 4.2.2). The electives provide opportunities for students to explore other areas of interest.

While general education courses may be used as electives, electives may not be used to fulfill general education requirements. Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, before or after transfer to the senior institution. Only 64 semester hours are guaranteed to transfer.

To receive maximum benefit from the CAA, students may transfer as juniors if they follow these guidelines:

- Earn an Associate in Arts Degree or an Associate in Science Degree.
- Earn a grade of "C" or better in all CAA courses.
- Earn an overall grade-point average of a "C" or a 2.0 at the time of transfer (course repeats will be included in the calculation).
- Obtain acceptance at the UNC institution.

If students elect not to obtain an associate degree, they may still transfer their general education core (44 semester hours) provided that they have earned at least a "C" in each CAA course, earned an overall grade-point average of a "C," and obtained acceptance.

If students do not complete an associate degree (64 semester hours) or the general education core (44 semester hours), receiving institutions will evaluate the transfer credits on a course-by-course basis; and students will come under the basic studies requirements of the receiving institution.

Under the CAA, no student is guaranteed admission to the UNC institution or to any specific program or professional school in the institution. Admission is a competitive process.

The Articulation Agreement Between Cape Fear Community College and The University of North Carolina at Wilmington

Effective March 1, 1999, the University of North Carolina at Wilmington (UNCW) agrees to accept for academic credit college transfer course work completed at Cape Fear Community College (CFCC). Graduates of a college transfer program at CFCC may receive automatic admission and transfer to UNCW as a junior if they meet the following criteria:

- Earn a "C" in each transferable course
- Earn an overall grade-point average of a "B" or a 3.0 on a 4.0 scale (based on CFCC's calculation)
- Complete an Associate in Arts Degree or an Associate in Science Degree
- Complete the admissions process at UNCW.

One foreign language course (3 SHC) is required under the bilateral agreement. The course may be taken at CFCC or UNCW. Sixty-four (64) semester hours are guaranteed to transfer.

Purpose of the College Transfer Programs
Most of the college transfer programs provide the first two years or the basic studies requirements of a baccalaureate degree. If students plan to transfer to a four-year college or university, they should declare a college transfer program as their program of study. Cape Fear Community College (CFCC) offers sixteen (16) college transfer programs: two (2) general studies and fourteen (14) premajors. The general studies programs enable a student to transfer as a junior at one of the sixteen institutions in the University of North Carolina (UNC) System; the premajors are specific college transfer programs or tracks that enable a student to transfer as a junior in the major at a UNC institution. Courses in the premajors are more selective than the courses in the general studies programs.

These academic programs help students develop the abilities to solve problems, understand scientific principles, write and speak effectively, use computers, reason and think critically, research, understand cultures, manipulate numerical data, and work in teams—invaluable workplace skills for the 21st century. Across the college transfer curricula, faculty try to adapt to students' learning styles by using a variety of teaching techniques. In turn, students are expected to adapt to a variety of teaching styles. To evaluate student performance, faculty use some of the following methods: critical analysis papers and research papers; article review; book critique; organized discussions; video summaries and applications; journals and novels; study guides/concept sheet assignments; readers' analysis of readings; debates; current events papers; project/oral presentations; exams/quizzes (true/false, fill-in the-blanks, short answers, multiple choice, essay); portfolios; hands-on assignments and faculty observation; peer reviews; role-playing; resumes, business letters, and compositions.

Enrollment in the college transfer programs average 3,400 students per semester, excluding summer sessions. A majority of CFCC students transfer to UNC-Wilmington, East Carolina University, Appalachian State University, North Carolina State University, and UNC-Charlotte. The following website provides reports on the academic performance of North Carolina Community College System students who transfer to UNC institutions: http://www.ga.unc.edu/student_info/tsp/.

Selection of College Transfer Courses
The Transfer Advisory Committee, consisting of university and community college faculty in North Carolina, established a list of courses that constitutes the general education transfer core. From this list, faculty and administrators in the Arts and Sciences Division at CFCC selected 246 courses to design the college transfer programs. While all 246 courses are listed in the Associate in Arts: General Studies program, all the courses may not appear in each college transfer program. In general, those courses that are listed in a college transfer program may count toward that program. If a student plans to take courses that are not listed in his/her program, the student should first check with a counselor, a transfer advisor, or the Dean of Arts and Sciences. The transfer programs consist of 44 semester hours of the general education core and a minimum of 20 semester hours of electives or other required hours. Exception: The Drama premajor consists of 28 semester hours of the general education core and a minimum of 36 semester hours of electives.

Purpose of the Associate in Arts: General Studies Program
The Associate in Arts: General Studies program is designed for students who intend to pursue a Bachelor of Arts Degree and need a strong liberal arts background. This background helps provide students with flexibility in their career choice. The program is also designed for students who are certain of their liberal arts major, but CFCC does not offer the premajor or the specialized transfer track. For example, a student planning to major in Health Education or Nursing at a UNC institution should select the Associate in Arts: General Studies program because CFCC does not offer a Health Education or a Nursing premajor.

Purpose of the Associate in Science: General Studies Program
The Associate in Science: General Studies program is designed for students who intend to pursue a Bachelor of Science Degree and need a strong background in math and science. Since this program is under revision, students should always contact the senior institution of choice before they enroll in any CFCC courses or be advised by any CFCC counselor or advisor. Some institutions may advise a student to complete this degree while others may advise a student to complete the minimum transfer requirements only. The engineering degree, for example, has specific core requirements. The following are examples of other science/math disciplines: agriculture, astronomy, biology, chemistry, forestry, math, math education, medicine, and textile.

Differences Between the General Studies Programs
The Associate in Arts: General Studies and the Associate in Science: General Studies programs are similar except in three

ways. The Associate in Science: General Studies program requires

- A higher-level math
- A two-course sequence in general biology, general chemistry, or general physics
- A minimum of 14-semester hour credits of college transfer courses in mathematics, natural sciences, computer science, and/or other premajor courses.

Purpose of the Premajors

Fall of 1999, CFCC implemented thirteen premajors. A premajor is a two-year college transfer program in a specific academic discipline and enables a student to transfer as a junior in the discipline. If a student completes a premajor and meets the criteria of the Statewide Comprehensive Articulation Agreement, the student may be eligible to transfer to the receiving UNC institution as a junior in the major. CFCC offers fourteen (14) Associate in Arts premajors: Art Education; Business Education and Marketing Education; Criminal Justice; Elementary Education; Middle Grades Education and Special Education; English; English Education; History; Political Science; Psychology; Social Work; Sociology; and Speech/Communication. Fall of 2004, CFCC implemented the Associate in Fine Arts: Drama pre-major. The premajors have more prescribed courses—mandatory or highly recommended—than the general studies programs. The last statement of each program description lists the UNC institutions that offer a degree in the major.

Choosing a Program of Study

When choosing a program of study, students should

- Consider their talents/abilities, personality, and passions/dreams.
- Research the career of their choice for information about the following: the nature of the career, qualifications, salary range, market demand, employment locations, and related fields. For information about careers, students may visit CFCC's Career and Testing Services (Room A206, Galehouse Building,).
- Be willing to change their program if they discover a more rewarding academic field. Through a classroom project, an extracurricular activity, or an interview with someone in a field, a student may decide his or her career goal.
- Review the websites about academic majors from senior institutions. The following is an example: http://www.uncwil.edu/stuaff/career/Majors/

The 16 Public Institutions in the University of North Carolina System and their Website Addresses

Appalachian State University:
http://www.appstate.edu/

East Carolina University:
http://www.ecu.edu/admissions/

Elizabeth City State University:
http://www.ecsu.edu/admissions/

Fayetteville State University:
http://www.uncfsu.edu/admissions/

North Carolina A&T State University:
http://www.ncat.edu/~admit/

North Carolina Central University:
http://www.nccu.edu/Admissions/Transfer/index.shtml

North Carolina School of the Arts:
http://www.ncarts.edu/

North Carolina State University:
http://www.fis.ncsu.edu/uga/_vti_bin/shtml.exe/admissio.htm/map

UNC-Asheville
http://bulldog.unca.edu/admissions/

UNC-Chapel Hill:
http://www.unc.edu/admissions/

UNC-Charlotte:
http://www.uncc.edu/admissions/

UNC-Greensboro:
http://www.uncg.edu/reg/TransferCredits/CommCollege/CCindex.html

UNC-Pembroke:
http://www.uncp.edu/admissions/HTML/transferadmissions.htm

UNC-Wilmington:
http://www.uncwil.edu/admissions/TRNadm.htm

Western Carolina University:
http://admissions.wcu.edu/

Winston-Salem State University:
http://www.wssu.edu/admiss.asp

The 22 Private Colleges and Universities in North Carolina That Endorse the Statewide Comprehensive Articulation Agreement (Website Addresses Included)

Barber-Scotia College:
http://www.b-sc.edu/

Barton College:
http://www.barton.edu/

Belmont Abbey College:
http://www.belmontabbeycollege.edu/admissions/

Bennett College:
http://www.bennett.edu/

Brevard College:
http://www.brevard.edu/admissions/transfer.html

Campbell University:
http://www.campbell.edu/adm/undergrad/credit.html

Catawba College:
http://www.catawba.edu/prospect/index.htm

Chowan College:
http://www.chowan.edu/

Gardner-Webb University:
http://www.gardner-webb.edu/search.shtml

Johnson C. Smith University:
http://www.jcsu.edu/admis.htm

Livingstone College:
http://www.livingstone.edu/admissions.htm

Louisburg College:
http://www.louisburg.edu/admissions/admissions.htm

Mars Hill College:
http://www.mhc.edu/prospect.asp

Mount Olive College:
http://www.mountolive.edu/Admissions/admissions.htm

North Carolina Wesleyan College:
http://www.ncwc.edu/admission/

Pfeiffer College:
http://www.pfeiffer.edu/

Queens University of Charlotte:
http://www.queens.edu/

Saint Andrews Presbyterian College:
http://www.sapc.edu/main.html

St. Augustine's University:
http://www.st-aug.edu/index2.htm

Shaw University:
http://www.shawuniversity.edu/

Warren Wilson College:
http://www.warren-wilson.edu/main/

Wingate University:
http://www.wingate.edu/home.asp

College Transfer Advising Information
Currently enrolled students who plan to return to CFCC the subsequent semester, should make an appointment with their advisor ONE WEEK prior to the Advisement Period; meet with their advisor at the scheduled time, presenting a tentative schedule and an alternate list of courses; register by telephone; and pay for their courses within two days of telephone registration.

In lieu of a face-to-face meeting, transfer students may do online advising by accessing the following website: http://cfcc.edu/advising/ct/Advising4.htm. All forms have been placed on the website for students' convenience. After completing the forms, students should submit their class schedules to their advisors. Advantages of the Advisement Period: A better chance of getting the classes at the times desired! More personal advising! An opportunity to avoid long lines during general registration! The Advisement Period is three weeks in the fall and spring. When meeting with an advisor, students should have the following documentation available:

- A copy of their Transfer Credit Evaluation form—Students who have attended a post secondary institution and transferred credits to their CFCC program, should have received a Transfer Credit Evaluation form (often referred to as a "credit slip") that shows the course equivalencies. Generally, courses will transfer if they are similar to CFCC's courses in content and credit hours and if students have earned at least a "C-" in the courses. Courses taken at other North Carolina community colleges will transfer even if they are not taught at CFCC, provided that 1) the course is a transfer course; 2) there is room in the program for the course; and 3) the student has earned a grade of "C-" or better. Reminder: Students sometimes change programs and may lose or gain credit hours. When students are awarded "CT" credit (credit by transfer), "CT" appears on student transcripts. The grade of "C-" or higher appears on the Transfer Credit Evaluation form, not on the CFCC transcript, and is not computed in the grade-point average. It is the responsibility of a CFCC counselor to evaluate transcripts and award credit for the courses that count toward a program. An evaluation should occur at least six (6) weeks prior to registration, to insure that this step is completed in a timely manner.

- A copy of their placement scores--Most college transfer courses require students to be proficient in reading. ENG 111 requires proficiency in reading and in writing. The scores on the math placement test determine math placement only. If students are waived from any portion of the placement tests, students must have clearly stated documentation from a CFCC counselor, and the letter "W" (waived) will appear on the student's record.

- A current CFCC catalog/handbook--The catalog/handbook is the student's reference to course descriptions, program requirements, student rights, rules, and other information that helps students succeed academically. Students are responsible for knowing and meeting their program requirements, including the prerequisites and

the corequisites. If students sign up for a class and have not met the prerequisite(s), students may be dropped from the class and will be counted absent for the days missed if they enroll in any class late. Students should not bypass a prerequisite.

- A writing instrument—preferably a pencil—to complete the registration or drop/add form.

- A class schedule--Students should familiarize themselves with the information in the class schedule. This institution does not encourage class overrides—permission to enroll in a class when the class monitor indicates maximum student capacity. When selecting a course schedule, students should consider the class times, their work schedule, and their family responsibilities. If students withdraw from a class, they should complete a withdrawal form, have the instructor sign the form, and take it to the Admissions and Records Office for processing.

During general registration, the open and closed class monitors provide an alphabetical listing of all the college transfer, technical, and vocational courses by their prefix, number, and title. A complete list of the college transfer courses is listed on page 54 of this catalog. The class times are listed in the class schedules, not on the open and closed class monitors.

CFCC offers sixteen (16) college transfer programs; students should know the specific name of their program to help ensure accurate advising. If students change their program of study, they should see a counselor and have their transcript reevaluated. Program changes should be made at least six weeks before the Advisement Period so that students will know the names of their advisors and will make an appointment on time.

Each college transfer program has curriculum guideline worksheets housed in N203, S201, S202, S301, S312, and S602. Students should fill out the appropriate worksheet, keep it updated, and have it available whenever they meet with an advisor. Completion of the worksheet will help students and advisors keep track of program requirements.

If students plan to receive the maximum benefit from the Statewide Comprehensive Articulation Agreement (CAA), they are advised to complete their associate degree (64 semester hours). The more credit hours a student earns, the greater a student's opportunity to get the classes of choice, provided he or she registers by telephone and pays the tuition on time. Students may also benefit from this agreement if they complete the general education core (44 semester hours). Students who do not wish to complete their degree or the general education core, should check with the receiving institution for updated transfer equivalencies and minimum requirements for transfer.

Associate in Fine Arts students should always consult with the receiving institution and be advised of the courses to take at CFCC.

Course Recommendations for Students Who Plan to Benefit from the CAA
Students are advised to complete the following:

- ENG 111 the first semester and ENG 112 or 113 or 114 the second semester. Since most college transfer courses require a proficiency in reading and various writing assignments, these two composition courses help students understand the writing process, develop the ability to produce expository prose, and develop good research skills. If students do not place into ENG 111, they should enroll in the appropriate developmental reading/writing course. Students taking a developmental reading/writing course are allowed to take a selected list of college transfer courses (listed in this catalog/handbook under the section entitled "Developmental Studies").

- A curriculum math course or the appropriate developmental math course to help prepare students for the curriculum math course.

- A natural science requirement.

- The remaining general education core.

- The electives or other required hours, generally totaling 20-21 semester hours. Depending on the program of study, students may fulfill all or part of their 20-21 semester hours by selecting additional general education courses and/or the electives listed in the Other Required Hours section of the program. Some programs, particularly the premajors, have electives that are mandatory (required) and/or highly recommended (not required but strongly suggested). These requirements or recommendations are listed on the curriculum worksheets.

Reminders: Classes that generally fill quickly include the following:

ART 261—Photography
BIO 111—General Biology
BIO 168—Anatomy and Physiology
CIS 110—Introduction to Computers
COM 110—Intro to Communication
GEL 113—Historical Geology
GEL 120—Physical Geology
HUM 160—Introduction to Film
SPA 111—Elementary Spanish
College transfer distance learning classes.

The following classes have mandatory labs:

BIO 140
CHM 131
MAT 140
MAT 141
MAT 142
MAT 151
MAT 161
MAT 165
MAT 171
MAT 172
MAT 175
MAT 263
PHY 110

Each college transfer course designated as a lab has the letter "A" after the course number (example: CHM 131A). Students should select the lab section that corresponds with the lecture section (example: MAT 171, Section 2, and MAT 171A, Section 2).

In addition to the purchase of a textbook, some art classes require students to purchase supplies. The following costs are estimations and will depend on the instructor, the place of purchase, and the maker/manufacturers: ART 121-Design I, $75-$100; ART 131-Drawing I, $ 80-$100; ART 240-Painting I, $131 (an additional $80 needed if a class wants to learn about watercolors and oils/acrylics.); and ART 261- Photography, $120 for film, paper and supplies. ART 261 also requires students to have a manual 35-millimeter camera.

Students are required to purchase a graphic calculator (an estimate of $100) if they enroll in the following math classes: MAT 161, MAT 171, MAT 172, MAT 175, and MAT 263.

Students should observe the school calendar, published in the front of the catalog.

SUMMARY—Currently enrolled students are advised to

- Get the proper documentation for advising
- Make an appointment and see their advisor during the Advisement Period
- Register by telephone; and
- Pay their tuition within two days of telephone registration and avoid being dropped from their classes for nonpayment.

All currently enrolled students should see their advisor during the Advisement Period even if they do not plan to register by telephone. If students prefer to wait until general registration, the same documentation mentioned above will be needed, the advising process will be more time-consuming, and many classes will be already full.

Students should keep all documentation-placement scores, credit slips, transcripts, and verification of their having met prerequisites—and present it to their instructors during the first week of class if such information is requested.

A List of the College Transfer Courses Offered at CFCC
(Reminder: Students are responsible for knowing the prerequisites/corequisites and complying with them. The transfer of a course may depend on several factors. Students should always review the transfer requirements of the receiving institution, particularly the course equivalency list.)

ACC 120
ACC 121
ANT 210
ANT 220
ART 111
ART 114
ART 115
ART 116
ART 117
ART 121
ART 122
ART 131
ART 132
ART 171
ART 212
ART 214
ART 231
ART 232
ART 240
ART 241
ART 245
ART 246
ART 261
ART 262
ART 264
ART 265
ART 266
ART 267
ART 271
ART 281
ART 282
ART 283
ART 284
ART 288
BIO 110
BIO 111
BIO 112
BIO 140
BIO 140A
BIO 150
BIO 155
BIO 168
BIO 169
BIO 173
BIO 175
BUS 115
CHM 131
CHM 131A
CHM 132
CHM 151
CHM 152
CHM 251
CIS 110
CIS 115
CJC 111
CJC 121
CJC 141
COM 110
COM 111
COM 120
COM 140
COM 231
COM 232
COM 233
COM 250
DRA 111
DRA 120
DRA 122
DRA 126
DRA 128
DRA 130
DRA 131
DRA 135
DRA 136
DRA 140
DRA 141
DRA 142
DRA 145
DRA 147
DRA 170
DRA 171
DRA 175
DRA 176
DRA 211
DRA 212
DRA 230
DRA 231
DRA 240
DRA 260
DRA 270
DRA 271
DRA 275
DRA 276
ECO 151
ECO 251
ECO 252
EDU 216
ENG 111
ENG 112
ENG 113
ENG 114
ENG 125
ENG 126
ENG 131
ENG 132
ENG 133
ENG 231
ENG 232
ENG 233
ENG 241
ENG 242
ENG 251
ENG 252
ENG 261
ENG 262
ENG 272
ENG 273
ENG 274
FRE 111
FRE 112
FRE 211
FRE 212
GEL 113
GEL 120
GEL 230
GER 111
GER 112
GER 211
GER 212
HIS 115
HIS 116
HIS 121
HIS 122
HIS 131
HIS 132
HIS 221
HIS 228
HIS 229
HUM 110
HUM 115
HUM 130
HUM 160
HUM 161
HUM 220
JOU 110
MAT 140
MAT 140A
MAT 141
MAT 141A
MAT 142
MAT 142A
MAT 151
MAT 151A
MAT 161
MAT 161A
MAT 165
MAT 165A
MAT 171
MAT 171A
MAT 172
MAT 172A
MAT 175
MAT 175A
MAT 263
MAT 263A
MAT 271
MAT 272
MAT 273
MAT 280
MAT 285
MUS 110
MUS 111
MUS 112
MUS 113
MUS 114
MUS 121
MUS 123
MUS 131
MUS 132
MUS 135
MUS 136
MUS 141
MUS 142
MUS 151
MUS 152
MUS 161
MUS 162
MUS 214
MUS 215
MUS 253
MUS 261
MUS 262
PED 110
PED 113
PED 115
PED 117
PED 122
PED 125
PED 128
PED 130
PED 143
PED 145
PED 147
PED 148
PED 170
PED 174
PED 178
PED 179
PED 186
PED 187
PHI 210
PHI 215
PHI 220
PHI 221
PHI 230
PHI 240
PHI 250
PHY 110
PHY 110A
PHY 151
PHY 152
PHY 251
PHY 252
POL 110
POL 120
POL 210
POL 220
PSY 150
PSY 241
PSY 259
PSY 263
PSY 281
REL 110
REL 111
REL 112
REL 211
REL 212
REL 221
SOC 210
SOC 213
SOC 220
SOC 230

ASSOCIATE IN ARTS
General Studies

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The *Associate in Arts: General Studies Degree* is designed to provide a broad background in the core courses of a liberal arts curriculum and comprises the first two years of a four-year baccalaureate degree. A strong liberal arts background provides students with flexibility in career options.

The program is recommended for students who plan to pursue a Bachelor of Arts Degree in a liberal arts discipline but who have not decided their academic major. This program is also recommended for students who have decided their liberal arts major, but CFCC does not offer the premajor in this discipline, that is, the specific college transfer track. For example, a student who plans to major in Psychology may enroll in the Associate in Arts: Psychology program (often referred to as the Psychology premajor). Students who plan to major in Nursing and Health Education should select the Associate of Arts: General Studies program because CFCC does not offer the Nursing or the Health Education premajor.

Since requirements vary, it is the responsibility of each student to determine the specific requirements of the senior institution to which he or she plans to transfer. The student should be advised that while individual courses may be considered for transfer credit, most institutions give preference to applicants who have completed a two-year degree.

A student is eligible to be granted the Associate in Arts Degree upon completion of 64-65 semester hours, including all required minimums outlined in the following listing.

Semester Hours Credit

GENERAL EDUCATION CORE .....(44 SHC)

English Composition..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts..... 9 SHC
Select three courses from at least two of the following areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. One course must be a literature course.

1.	ART 111	Art Appreciation	3
	ART 114	Art History Survey I	3
	ART 115	Art History Survey II	3
	ART 116	Survey of American Art	3
	ART 117	Non-Western Art History	3
2.	DRA 111	Theatre Appreciation	3
	DRA 122	Oral Interpretation	3
	DRA 126	Storytelling	3
	DRA 211	Theatre History I	3
	DRA 212	Theatre History II	3
3.	ENG 131	Introduction to Literature	3
	ENG 231	American Literature I	3
	ENG 232	American Literature II	3
	ENG 233	Major American Writers	3
	ENG 241	British Literature I	3
	ENG 242	British Literature II	3
	ENG 251	Western World Literature I	3
	ENG 252	Western World Literature II	3
	ENG 261	World Literature I	3
	ENG 262	World Literature II	3
4.	FRE 111	Elementary French I	3
	FRE 112	Elementary French II	3
	FRE 211	Intermediate French I	3
	FRE 212	Intermediate French II	3
	GER 111	Elementary German I	3
	GER 112	Elementary German II	3
	GER 211	Intermediate German I	3
	GER 212	Intermediate German II	3
	SPA 111	Elementary Spanish I	3
	SPA 112	Elementary Spanish II	3
	SPA 211	Intermediate Spanish I	3
	SPA 212	Intermediate Spanish II	3
5.	HUM 110	Technology and Society	3
	HUM 115	Critical Thinking	3
	HUM 130	Myth in Human Culture	3
	HUM 160	Introduction to Film	3
	HUM 161	Advanced Film Studies	3
	HUM 220	Human Values and Meaning	3
6.	MUS 110	Music Appreciation	3
	MUS 112	Introduction to Jazz	3
	MUS 113	American Music	3
	MUS 114	Non-Western Music	3
7.	PHI 210	History of Philosophy	3
	PHI 215	Philosophical Issues	3
	PHI 220	Western Philosophy I	3
	PHI 221	Western Philosophy II	3
	PHI 230	Introduction to Logic	3
	PHI 240	Introduction to Ethics	3

8. REL 110	World Religions	3
REL 111	Eastern Religions	3
REL 112	Western Religions	3
REL 211	Intro to Old Testament	3
REL 212	Intro to New Testament	3
REL 221	Religion in America	3

Speech/Communication ..... 3 SHC

COM 110	Intro to Communication	3
	or	
COM 120	Interpersonal Communication	3
	or	
COM 231	Public Speaking	3

Social/Behavioral Sciences ..... 12 SHC
Select four courses from at least three of the following areas: anthropology, economics, history, political science, psychology, and sociology. One course must be a history course.

1. ANT 210	General Anthropology	3
ANT 220	Cultural Anthropology	3
2. ECO 151	Survey of Economics	3
ECO 251	Prin of Microeconomics	3
ECO 252	Prin of Macroeconomics	3
3. HIS 115	Intro to Global History	3
HIS 121	Western Civilization 1	3
HIS 122	Western Civilization II	3
HIS 131	American History 1	3
HIS 132	American History II	3
4. POL 110	Intro to Political Science	3
POL 120	American Government	3
POL 210	Comparative Government	3
POL 220	International Relations	3
5. PSY 150	General Psychology	3
PSY 241	Developmental Psychology	3
PSY 281	Abnormal Psychology	3
6. SOC 210	Introduction to Sociology	3
SOC 213	Sociology of the Family	3
SOC 220	Social Problems	3
SOC 230	Race and Ethnic Relations	3
SOC 240	Social Psychology	3

Natural Sciences/Mathematics ..... 14 SHC
Natural Sciences ..... 8 SHC
Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines. Reminder: BIO 140, CHM 131 and PHY 110 have mandatory labs.

1. BIO 110	Principles of Biology	4
BIO 111	General Biology I	4
BIO 112	General Biology II	4
BIO 140	Environmental Biology	3
BIO 140A	Environmental Biology	1
2. CHM 131	Intro to Chemistry	3
CHM 131A	Intro to Chemistry Lab	1
CHM 132	Organic and Biochemistry	4
CHM 151	General Chemistry I	4
CHM 152	General Chemistry II	4
3. GEL 113	Historical Geology	4
GEL 120	Physical Geology	4
GEL 230	Environmental Geology	4
4. PHY 110	Conceptual Physics	3
PHY 110A	Conceptual Physics Lab	1
PHY 151	College Physics 1	4
PHY 152	College Physics II	4
PHY 251	General Physics I	4
PHY 252	General Physics II	4

Math ..... 6 SHC
Two courses are required. Select one or two courses from List I below or select the second course from List II below. Reminder: Students may not take any of these combinations: MAT 161/171 OR MAT 161 or 171/MAT 175 OR MAT 172/175.

The following courses have mandatory labs: MAT 140, 141, 142, 151, 161, 165, 171, 172, 175, and 263. These labs are electives and are listed in the Other Required Hours section of this program.

List I

MAT 140	Survey of Mathematics	3
MAT 141	Mathematical Concepts I	3
MAT 142	Mathematical Concepts II	3
MAT 161	College Algebra	3
MAT 165	Finite Mathematics	3
MAT 171	Precalculus Algebra	3
MAT 172	Precalculus Trigonometry	3
MAT 175	Precalculus	4
MAT 263	Brief Calculus	3
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4

List II

CIS 110	Introduction to Computers	3
MAT 151	Statistics I	3

General Education Core ..... (44 SHC)

OTHER REQUIRED HOURS (20-21 SHC)
Other required hours should be selected from the remaining general education courses and/or the electives listed below. Only 64 hours are guaranteed to transfer under the Comprehensive Articulation Agreement. ACA 111 may count only as the 65th hour.

ACA 111	College Student Success (not transferable)	1
ACC 120	Prin of Financial Accounting I	4
ACC 121	Prin of Managerial Accounting	4
ART 121	Design I	3
ART 122	Design II	3
ART 131	Drawing I	3
ART 132	Drawing II	3
ART 171	Computer Art I	3
ART 212	Gallery Assistantship I	1
ART 214	Portfolio and Resume	1
ART 231	Printmaking 1	3
ART 232	Printmaking II	3
ART 240	Painting I	3
ART 241	Painting II	3

ART 245	Metals I	3
ART 246	Metals II	3
ART 261	Photography I	3
ART 262	Photography II	3
ART 264	Digital Photography I	3
ART 265	Digital Photography II	3
ART 266	Videography I	3
ART 267	Videography II	3
ART 271	Computer Art II	3
ART 281	Sculpture I	3
ART 282	Sculpture II	3
ART 283	Ceramics I	3
ART 284	Ceramics II	3
ART 288	Studio	3
BIO 150	Genetics in Human Affairs	3
BIO 155	Nutrition	3
BIO 168	Anatomy and Physiology I	4
BIO 169	Anatomy and Physiology II	4
BIO 173	Microbes in World Affairs	3
BIO 175	General Microbiology	3
BUS 115	Business Law I	3
CHM 251	Organic Chemistry I	4
CIS 115	Intro to Programming and Logic	3
CJC 111	Intro to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
COM 111	Voice and Diction I	3
COM 140	Intercultural Communication	3
COM 232	Election Rhetoric	3
COM 233	Persuasive Speaking	3
COM 250	Public Communication	3
DRA 120	Voice for Performance	3
DRA 128	Children's Theatre	3
DRA 130	Acting I	3
DRA 131	Acting II	3
DRA 135	Acting for the Camera I	3
DRA 136	Acting for the Camera II	3
DRA 140	Stagecraft I	3
DRA 141	Stagecraft II	3
DRA 142	Costuming	3
DRA 145	Stage Make-up	2
DRA 147	Sound Technology	3
DRA 170	Play Production I	3
DRA 171	Play Production II	3
DRA 175	Teleplay Production I	3
DRA 176	Teleplay Production II	3
DRA 230	Acting III	3
DRA 231	Acting IV	3
DRA 240	Lighting for the Theatre	3
DRA 260	Directing	3
DRA 270	Play Production III	3
DRA 271	Play Production IV	3
DRA 275	Teleplay Production III	3
DRA 276	Teleplay Production IV	3
EDU 216	Foundations in Education	4
ENG 125	Creative Writing I	3
ENG 126	Creative Writing II	3
ENG 132	Introduction to Drama	3
ENG 133	Introduction to the Novel	3
ENG 272	Southern Literature	3
ENG 273	African-American Literature	3
ENG 274	Literature by Women	3
HIS 116	Current World Problems	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
JOU 110	Intro to Journalism	3
MAT 140A	Survey of Mathematics Lab	1
MAT 141A	Mathematical Concept I Lab	1
MAT 142A	Mathematical Concept II Lab	1
MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 165A	Finite Math Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263A	Brief Calculus Lab	1
MAT 280	Linear Algebra	3
MAT 285	Differential Equations	3
MUS 111	Fundamentals of Music	3
MUS 121	Music Theory I	4
MUS 123	Music Composition	1
MUS 131	Chorus I	1
MUS 132	Chorus II	1
MUS 135	Jazz Ensemble I	1
MUS 136	Jazz Ensemble II	1
MUS 141	Ensemble I	1
MUS 142	Ensemble II	1
MUS 151	Class Music I	1
MUS 152	Class Music II	1
MUS 161	Applied Music I	2
MUS 162	Applied Music II	2
MUS 214	Electronic Music I	2
MUS 215	Electronic Music II	2
MUS 253	Big Band	1
MUS 261	Applied Music III	2
MUS 262	Applied Music IV	2
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense--Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
PHI 250	Philosophy of Science	3
PSY 263	Educational Psychology	3
PSY 269	Human Sexuality	3
SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 242	Sociology of Deviance	3
SPA 141	Culture and Civilization	3
SPA 151	Hispanic Literature	3
SPA 161	Cultural Immersion	3
SPA 181	Spanish Lab 1	1
SPA 182	Spanish Lab 2	1
SPA 221	Spanish Conversation	3
SPA 231	Reading and Composition	3

SPA 281	Spanish Lab 3	1
SPA 282	Spanish Lab 4	1

Total Semester Hours of Other Required Hours..... 20-21

Total Requirement in Semester Hours..... 64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

ASSOCIATE IN SCIENCE
General Studies

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The Associate in Science: General Studies Degree is designed to provide a broad background in the core courses of a liberal arts curriculum and comprises the first two years of a four-year baccalaureate degree.

This program is recommended for students who plan to pursue a Bachelor of Science Degree in a discipline that requires a strong background in mathematics and science. Such disciplines include the following: agriculture, biology, chemistry, dentistry, forestry, mathematics, medicine, pharmacy, and textiles. Students who do not plan to complete their degree at CFCC, should first contact the Admissions Office of the senior institution and be advised of the courses to take at CFCC.

A student is eligible to be granted the associate degree upon completion of 64-65 semester-hour credits, including all required minimums outlined in the following listing.

Semester Hours Credit

GENERAL EDUCATION CORE .....(44 SHC)

English Composition..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts..... 9 SHC

Select two courses from two of the following areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. One course must be a literature course.

1.	ART 111	Art Appreciation	3
	ART 114	Art History Survey I	3
	ART 115	Art History Survey II	3
	ART 116	Survey of American Art	3
	ART 117	Non-Western Art History	3
2.	DRA 111	Theatre Appreciation	3
	DRA 122	Oral Interpretation	3
	DRA 126	Storytelling	3
	DRA 211	Theatre History I	3
	DRA 212	Theatre History II	3
3.	ENG 131	Introduction to Literature	3
	ENG 231	American Literature I	3
	ENG 232	American Literature II	3
	ENG 233	Major American Writers	3
	ENG 241	British Literature I	3
	ENG 242	British Literature II	3
	ENG 251	Western World Literature I	3
	ENG 252	Western World Literature II	3
	ENG 261	World Literature I	3
	ENG 262	World Literature II	3
4.	FRE 111	Elementary French I	3
	FRE 112	Elementary French II	3
	FRE 211	Intermediate French I	3
	FRE 212	Intermediate French II	3
	GER 111	Elementary German I	3
	GER 112	Elementary German II	3
	GER 211	Intermediate German I	3
	GER 212	Intermediate German II	3
	SPA 111	Elementary Spanish I	3
	SPA 112	Elementary Spanish II	3
	SPA 211	Intermediate Spanish I	3
	SPA 212	Intermediate Spanish II	3
5.	HUM 110	Technology and Society	3
	HUM 115	Critical Thinking	3
	HUM 130	Myth in Human Culture	3
	HUM 160	Introduction to Film	3
	HUM 161	Advanced Film Studies	3
	HUM 220	Human Values and Meaning	3

6.	MUS 110	Music Appreciation 3
	MUS 112	Introduction to Jazz 3
	MUS 113	American Music 3
	MUS 114	Non-Western Music 3
7.	PHI 210	History of Philosophy 3
	PHI 215	Philosophical Issues 3
	PHI 220	Western Philosophy I 3
	PHI 221	Western Philosophy II 3
	PHI 230	Introduction to Logic 3
	PHI 240	Introduction to Ethics 3
8.	REL 110	World Religions 3
	REL 111	Eastern Religions 3
	REL 112	Western Religions 3
	REL 211	Intro to Old Testament 3
	REL 212	Intro to New Testament 3
	REL 221	Religion in America 3

Speech/Communication ..... 3 SHC

	COM 110	Intro to Communication 3
		or
	COM 120	Interpersonal Communication 3
		or
	COM 231	Public Speaking 3

Social/Behavioral Sciences ..... 12 SHC
Select three courses from three of the following areas: anthropology, history, economics, political science, psychology, and sociology. One course must be a history course.

1.	ANT 210	General Anthropology 3
	ANT 220	Cultural Anthropology 3
2.	ECO 151	Survey of Economics 3
	ECO 251	Prin of Microeconomics 3
	ECO 252	Prin of Macroeconomics 3
3.	HIS 115	Intro to Global History 3
	HIS 121	Western Civilization I 3
	HIS 122	Western Civilization II 3
	HIS 131	American History I 3
	HIS 132	American History II 3
4.	POL 110	Intro to Political Science 3
	POL 120	American Government 3
	POL 210	Comparative Government 3
	POL 220	International Relations 3
5.	PSY 150	General Psychology 3
	PSY 241	Developmental Psych 3
	PSY 281	Abnormal Psychology 3
6.	SOC 210	Introduction to Sociology 3
	SOC 213	Sociology of the Family 3
	SOC 220	Social Problems 3
	SOC 230	Race and Ethnic Relations 3
	SOC 240	Social Psychology 3

Natural Sciences/Mathematics ..... 14 SHC
Natural Sciences ..... 8 SHC
Select a two-course sequence in general biology, general chemistry, or general physics

1.	BIO 111	General Biology I 4
	BIO 112	General Biology II 4
2.	CHM 151	General Chemistry I 4
	CHM 152	General Chemistry II 4
3.	PHY 151	College Physics I 4
	PHY 152	College Physics II 4
		or
	PHY 251	General Physics I 4
	PHY 252	General Physics II 4

Math ..... 6 SHC
Two courses are required. Select one or two courses from List I below or select the second course from List II below. Reminder: Students may not take any of these combinations: MAT 171/175 OR MAT 172/175.

The following courses have mandatory labs: MAT 151, 171, 172, and 175. These labs are electives and are listed in the Other Required Hours section of this program.

List I

	MAT 171	Precalculus Algebra 3
	MAT 172	Precalculus Trigonometry 3
	MAT 175	Precalculus 4
	MAT 271	Calculus I 4
	MAT 272	Calculus II 4
	MAT 273	Calculus III 4

List II

	CIS 110	Introduction to Computers 3
	MAT 151	Statistics I 3

Additional Hours ..... 6 SHC
Six additional hours must be selected from courses designated as Natural Sciences/Mathematics general education transfer courses.

General Education Core ..... 44 SHC

OTHER REQUIRED HOURS (20-21 SHC)
Select at least 14 SHC (including required labs) from the list of math, science, and computer science courses in Group 1 below and/or from unused math, science, and computer science courses in the General Education Core above. Reminder: BIO 140 and PHY 110 have mandatory labs.

Group 1 ..... 14 SHC

	BIO 140	Environmental Biology 3
	BIO 140A	Environmental Biology Lab 1
	BIO 150	Genetics in Human Affairs 3
	BIO 155	Nutrition 3
	BIO 168	Anatomy and Physiology I 4
	BIO 169	Anatomy and Physiology II 4
	BIO 173	Microbes in World Affairs 3
	BIO 175	General Microbiology 3
	CHM 251	Organic Chemistry I 4
	CIS 115	Intro to Programming and Logic 3

GEL 113	Historical Geology	4
GEL 120	Physical Geology	4
GEL 230	Environmental Geology	4
MAT 151A	Statistics I Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 280	Linear Algebra	3
MAT 285	Differential Equations	3
PHY 110	Conceptual Physics	3
PHY 110A	Conceptual Physics Lab	1

Select the remaining 6 or 7 SHC from any unused courses in the General Education Core and/or from the electives listed in Group 1 and Group 2.

Group 2 ..... 6-7 SHC

ACA 111	College Student Success (not transferable)	1
ACC 120	Prin of Financial Accounting	4
ACC 121	Prin of Managerial Accounting	4
ART 121	Design I	3
ART 122	Design II	3
ART 131	Drawing I	3
ART 132	Drawing II	3
ART 171	Computer Art I	3
ART 212	Gallery Assistantship I	1
ART 231	Printmaking I	3
ART 232	Printmaking II	3
ART 240	Painting I	3
ART 241	Painting II	3
ART 245	Metals I	3
ART 246	Metals II	3
ART 261	Photography I	3
ART 262	Photography II	3
ART 264	Digital Photography I	3
ART 265	Digital Photography II	3
ART 266	Videography I	3
ART 267	Videography II	3
ART 271	Computer Art II	3
ART 281	Sculpture I	3
ART 282	Sculpture II	3
ART 283	Ceramics I	3
ART 284	Ceramics II	3
ART 288	Studio	3
BUS 115	Business Law I	3
CJC 111	Intro to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
DRA 120	Voice for Performance	3
DRA 130	Acting I	3
DRA 131	Acting II	3
DRA 140	Stagecraft I	3
DRA 141	Stagecraft II	3
DRA 142	Costuming	3
DRA 145	Stage Make-up	2
DRA 170	Play Production I	3
DRA 171	Play Production II	3
DRA 175	Teleplay Production I	3
DRA 176	Teleplay Production II	3
DRA 270	Play Production III	3
DRA 271	Play Production IV	3
EDU 216	Foundations in Education	4
ENG 125	Creative Writing I	3
ENG 126	Creative Writing II	3
ENG 272	Southern Literature	3
ENG 273	African-American Literature	3
ENG 274	Literature by Women	3
HIS 116	Current World Problems	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
JOU 110	Intro to Journalism	3
MUS 111	Fundamentals of Music	3
MUS 121	Music Theory I	4
MUS 123	Music Composition	1
MUS 131	Chorus I	1
MUS 132	Chorus II	1
MUS 135	Jazz Ensemble I	1
MUS 136	Jazz Ensemble II	1
MUS 141	Ensemble I	1
MUS 142	Ensemble II	1
MUS 151	Class Music I	1
MUS 152	Class Music II	1
MUS 161	Applied Music I	2
MUS 162	Applied Music II	2
MUS 214	Electronic Music I	2
MUS 215	Electronic Music II	2
MUS 253	Big Band	1
MUS 261	Applied Music III	2
MUS 262	Applied Music IV	2
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics I	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense--Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
PHI 250	Philosophy of Science	3
PSY 259	Human Sexuality	3
PSY 263	Educational Psychology	3
SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 242	Sociology of Deviance	3

Total Semester Hours of Other Required Hours..... 20-21

Total Requirement in Semester Hours 64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

ASSOCIATE IN ARTS PRE-MAJORS
Art Education

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The *Art Education* premajor is designed for students who plan to pursue a Bachelor of Arts Degree in Art Education. Students who successfully complete this program and who meet admissions requirements at the receiving institution, will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in Art Education: ASU, ECU, ECSU, FSU, NCA&T, NCCU, UNC-A, UNC-C, UNC-G, UNC-P, WCU, and WSSU.

Semester Hours Credit

GENERAL EDUCATION CORE .....(44 SHC)

English Composition..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts..... 9 SHC

The following courses are required (6 SHC):

ART 114	Art History Survey I	3
ART 115	Art History Survey II	3

One course must be a literature course (3 SHC).

ENG 131	Introduction to Literature	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 233	Major American Writers	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
ENG 251	Western World Literature I	3
ENG 252	Western World Literature II	3
ENG 261	World Literature I	3
ENG 262	World Literature II	3

Speech/Communication..... 3 SHC

COM 110	Intro to Communications	3
	or	
COM 120	Interpersonal Communications	3
	or	
COM 231	Public Speaking	3

Social/Behavioral Sciences ..... 12 SHC

Select four courses from at least three of the following areas: anthropology, economics, history, political science, psychology, and sociology. One course must be a history course.

1.	ANT 210	General Anthropology	3
	ANT 220	Cultural Anthropology	3
2.	ECO 151	Survey of Economics	3
	ECO 251	Prin of Microeconomics	3
	ECO 252	Prin of Macroeconomics	3
3.	HIS 115	Intro to Global History	3
	HIS 121	Western Civilization I	3
	HIS 122	Western Civilization II	3
	HIS 131	American History I	3
	HIS 132	American History II	3
4.	POL 110	Intro to Political Science	3
	POL 120	American Government	3
	POL 210	Comparative Government	3
	POL 220	International Relations	3
5.	PSY 150	General Psychology	3
	PSY 241	Developmental Psychology	3
	PSY 281	Abnormal Psychology	3
6.	SOC 210	Introduction to Sociology	3
	SOC 213	Sociology of the Family	3
	SOC 220	Social Problems	3
	SOC 230	Race and Ethnic Relations	3
	SOC 240	Social Psychology	3

Natural Sciences/Mathematics..... 14 SHC

Natural Sciences ..... 8 SHC

Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines. Reminder: BIO 140, CHM 131, and PHY 110 have mandatory labs.

1.	BIO 110	Principles of Biology	4
	BIO 111	General Biology I	4
	BIO 112	General Biology II	4
	BIO 140	Environmental Biology	3
	BIO 140A	Environmental Biology	1
2.	CHM 131	Intro to Chemistry	3
	CHM 131A	Intro to Chemistry Lab	1
	CHM 132	Organic and Biochemistry	4
	CHM 151	General Chemistry I	4
	CHM 152	General Chemistry II	4
3.	GEL 113	Historical Geology	4
	GEL 120	Physical Geology	4
	GEL 230	Environmental Geology	4

4. PHY 110 Conceptual Physics....3
PHY 110A Conceptual Physics Lab....1
PHY 151 College Physics I....4
PHY 152 College Physics II....4
PHY 251 General Physics I....4
PHY 252 General Physics II....4

Math....6 SHC
Two courses are required. Select at least one course in introductory math. Reminder: MAT 140, 161, 171, and 175 have mandatory labs; these labs are electives and are listed in the Other Required Hours section of this program. CIS 110 is the second math requirement.

Introductory Math Courses
1. MAT 140 Survey of Mathematics....3
MAT 161 College Algebra....3
MAT 171 Precalculus Algebra....3
MAT 175 Precalculus....4

Non-Introductory Math Courses
2. CIS 110 Introduction to Computers....3

Total General Education Core....44 SHC

OTHER REQUIRED HOURS (20-21 SHC)
The following courses are required (10 SHC):
ART 121 Design I....3
ART 122 Design II....3
ART 131 Drawing I....3
ART 214 Portfolio and Resume....1

Ten (10) additional hours of approved college transfer courses are recommended.

To satisfy this requirement, two of the following courses are recommended:
ART 116 Survey of American Art....3
or
ART 117 Non-Western Art History....3

ART 132 Drawing II....3
ART 171 Computer Art I....3
ART 231 Printmaking....3
ART 240 Painting I....3
ART 245 Metals I....3
ART 261 Photography I....3
or
ART 266 Videography I....3
or
ART 264 Digital Photography I....3
ART 283 Ceramics I....3

Other required hours should be selected from any unused general education core courses and/or the electives listed below. Students who plan to take additional math courses may not take the following combinations: MAT 161/171 or MAT 161 or 171/MAT 175 or MAT 172/175.

ACA 111 College Student Success (not transferable) 1
ART 111 Art Appreciation....3
ART 241 Painting II....3
ART 246 Metals II....3
ART 262 Photography II....3
ART 265 Digital Photography II....3
ART 267 Videography II....3
ART 271 Computer Art II....3
ART 281 Sculpture I....3
ART 282 Sculpture II....3
ART 284 Ceramics II....3
ART 288 Studio....3
BUS 115 Business Law I....3
CJC 111 Intro to Criminal Justice....3
COM 111 Voice and Diction I....3
COM 250 Public Communication....3
DRA 111 Theatre Appreciation....3
DRA 122 Oral Interpretation....3
DRA 126 Storytelling....3
DRA 130 Acting I....3
DRA 131 Acting II....3
DRA 140 Stagecraft I....3
DRA 141 Stagecraft II....3
DRA 142 Costuming....3
DRA 145 Stage Make-up....2
DRA 170 Play Production I....3
DRA 171 Play Production II....3
DRA 211 Theatre History I....3
DRA 212 Theatre History II....3
EDU 216 Foundations in Education....4
ENG 125 Creative Writing I....3
ENG 126 Creative Writing II....3
ENG 132 Introduction to Drama....3
ENG 133 Introduction to the Novel....3
ENG 272 Southern Literature....3
ENG 273 African-American Literature....3
ENG 274 Literature by Women....3
FRE 111 Elementary French I....3
FRE 112 Elementary French II....3
FRE 211 Intermediate French I....3
FRE 212 Intermediate French II....3
GER 111 Elementary German I....3
GER 112 Elementary German II....3
GER 211 Intermediate German I....3
GER 212 Intermediate German II....3
HIS 116 Current World Problems....3
HIS 221 African-American History....3
HIS 228 History of the South....3
HIS 229 History of the Old South....3
HUM 110 Technology and Society....3
HUM 115 Critical Thinking....3
HUM 130 Myth in Human Culture....3
HUM 160 Introduction to Film....3
HUM 161 Advanced Film Studies....3
HUM 220 Human Values and Meaning....3
MAT 140A Survey of Mathematics Lab....1
MAT 161A College Algebra Lab....1
MAT 171A Precalculus Algebra Lab....1
MAT 175A Precalculus Lab....1
MAT 271 Calculus I....4
MAT 272 Calculus II....4
MAT 273 Calculus III....4
MUS 110 Music Appreciation....3
MUS 112 Introduction to Jazz....3
MUS 113 American Music....3
MUS 114 Non-Western Music....3
MUS 131 Chorus I....1
MUS 132 Chorus II....1
MUS 135 Jazz Ensemble I....1
MUS 136 Jazz Ensemble II....1
MUS 141 Ensemble I....1

MUS 142	Ensemble II	1
MUS 151	Class Music I	1
MUS 152	Class Music II	1
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics I	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense--Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
PHI 210	History of Philosophy	3
PHI 215	Philosophical Issues	3
PHI 220	Western Philosophy I	3
PHI 221	Western Philosophy II	3
PHI 230	Introduction to Logic	3
PHI 240	Introduction to Ethics	3
PSY 259	Human Sexuality	3
PSY 263	Educational Psychology	3
REL 110	World Religions	3
REL 111	Eastern Religions	3
REL 112	Western Religions	3
REL 211	Intro to Old Testament	3
REL 212	Intro to New Testament	3
REL 221	Religion in America	3
SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 242	Sociology of Deviance	3
SPA 111	Elementary Spanish I	3
SPA 112	Elementary Spanish II	3
SPA 211	Intermediate Spanish I	3
SPA 212	Intermediate Spanish II	3

Total Semester Hours of Other Required Hours....20-21

Total Requirement in Semester Hours.....64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Admission to the Major: Grade-point average requirements vary, and admission is competitive across the several programs in Art Education. Admission to teacher licensure programs requires satisfactory scores on PRAXIS I and II.

Recommended Courses: Two of the following courses: ART 116 or 117; 171; 231; 240; 245; 261 or 266 or 264; and 283.

Business Education and Marketing Education

(Transfer Program for Students Seeking a Teaching Career in Business or Marketing)

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The *Business Education and Marketing Education* premajor is designed for students who plan to pursue a Bachelor of Arts Degree in Business Education or Marketing Education. Students who successfully complete this program and meet admissions requirements at the receiving institution will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors.

The following UNC institutions offer a baccalaureate degree in Business Education: ASU, ECU, ECSU, FSU, NCA&T, NCSU, UNC-G, and WCU.

The following UNC institutions offer a baccalaureate degree in Marketing Education: ASU, ECU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-C, UNC-G, and WCU.

Semester Hours Credit

GENERAL EDUCATION CORE .....(44 SHC)

English Composition..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts ..... 9 SHC
Select three courses from at least two of the following areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. One course must be a literature course.

1.	ART 111	Art Appreciation	3
	ART 114	Art History Survey I	3
	ART 115	Art History Survey II	3
	ART 116	Survey of American Art	3
	ART 117	Non-Western Art History	3
2.	DRA 111	Theatre Appreciation	3
	DRA 122	Oral Interpretation	3
	DRA 126	Storytelling	3
	DRA 211	Theatre History I	3
	DRA 212	Theatre History II	3
3.	ENG 131	Introduction to Literature	3
	ENG 231	American Literature I	3
	ENG 232	American Literature II	3
	ENG 233	Major American Writers	3
	ENG 241	British Literature I	3
	ENG 242	British Literature II	3
	ENG 251	Western World Literature I	3
	ENG 252	Western World Literature II	3
	ENG 261	World Literature I	3
	ENG 262	World Literature II	3
4.	FRE 111	Elementary French I	3
	FRE 112	Elementary French II	3
	FRE 211	Intermediate French I	3
	FRE 212	Intermediate French II	3
	GER 111	Elementary German I	3
	GER 112	Elementary German II	3
	GER 211	Intermediate German I	3
	GER 212	Intermediate German II	3
	SPA 111	Elementary Spanish I	3
	SPA 112	Elementary Spanish II	3
	SPA 211	Intermediate Spanish I	3
	SPA 212	Intermediate Spanish II	3
5.	HUM 110	Technology and Society	3
	HUM 115	Critical Thinking	3
	HUM 130	Myth in Human Culture	3
	HUM 160	Introduction to Film	3
	HUM 161	Advanced Film Studies	3
	HUM 220	Human Values and Meaning	3
6.	MUS 110	Music Appreciation	3
	MUS 112	Introduction to Jazz	3
	MUS 113	American Music	3
	MUS 114	Non-Western Music	3
7.	PHI 210	History of Philosophy	3
	PHI 215	Philosophical Issues	3
	PHI 220	Western Philosophy I	3
	PHI 221	Western Philosophy II	3
	PHI 230	Introduction to Logic	3
	PHI 240	Introduction to Ethics	3
8.	REL 110	World Religions	3
	REL 111	Eastern Religions	3
	REL 112	Western Religions	3
	REL 211	Intro to Old Testament	3
	REL 212	Intro to New Testament	3
	REL 221	Religion in America	3

Speech/Communication ..... 3 SHC

	COM 110	Intro to Communication	3
		or	
	COM 120	Interpersonal Communication	3
		or	
	COM 231	Public Speaking	3

Social/Behavioral Sciences ..... 12 SHC
Select four courses from at least three of the following areas: anthropology, economics, history, political science, psychology, and sociology. One course must be a history course. ECO 251 is required. The following courses are recommended: PSY 150 and SOC 210.

1.	ANT 210	General Anthropology	3
	ANT 220	Cultural Anthropology	3
2.	ECO 151	Survey of Economics	3
	ECO 251	Prin of Microeconomics	3
3.	HIS 115	Intro to Global History	3
	HIS 121	Western Civilization I	3
	HIS 122	Western Civilization II	3
	HIS 131	American History I	3
	HIS 132	American History II	3
4.	POL 110	Intro to Political Science	3
	POL 120	American Government	3
	POL 210	Comparative Government	3
	POL 220	International Relations	3
5.	PSY 150	General Psychology	3
	PSY 241	Developmental Psychology	3
	PSY 281	Abnormal Psychology	3
6.	SOC 210	Introduction to Sociology	3
	SOC 213	Sociology of the Family	3
	SOC 220	Social Problems	3
	SOC 230	Race and Ethnic Relations	3
	SOC 240	Social Psychology	3

Natural Sciences/Mathematics ..... 14-15 SHC
Natural Sciences ..... 8 SHC
Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines. Mandatory labs are required for the following: BIO 140, CHM 131 and PHY 110.

1.	BIO 110	Principles of Biology	4
	BIO 111	General Biology I	4
	BIO 112	General Biology II	4
	BIO 140	Environmental Biology	4
	BIO 140A	Environmental Biology Lab	1
2.	CHM 131	Intro to Chemistry	3
	CHM 131A	Intro to Chemistry Lab	1
	CHM 132	Organic and Biochemistry	4
	CHM 151	General Chemistry I	4
	CHM 152	General Chemistry II	4

3. GEL 113	Historical Geology	4
GEL 120	Physical Geology	4
GEL 230	Environmental Geology	4
5. PHY 110	Conceptual Physics	3
PHY 110A	Conceptual Physics Lab	1
PHY 151	College Physics I	4
PHY 152	College Physics II	4
PHY 251	General Physics I	4
PHY 252	General Physics II	4

Math ..... 6-7 SHC

The following course is required:

CIS 110	Introduction to Computers	3

One of the following courses is required, and each course requires a lab (listed in the Other Required Hours section of this program):

MAT 161	College Algebra	3
MAT 171	Precalculus Algebra	3
MAT 175	Precalculus	4

Total General Education Core ..... 44 SHC

OTHER REQUIRED HOURS (19-21 SHC)

The following courses are required (18 SHC):

ACC 120	Principles of Financial Accounting	4
ACC 121	Principles of Managerial Accounting	4
CIS 115	Intro to Programming and Logic	3
ECO 252	Prin of Macroeconomics	3
MAT 263	Brief Calculus	3
MAT 263A	Brief Calculus Lab	1

Additional hours of approved college transfer courses may be taken from the general education core and/or the electives listed below.

Reminders: Students who plan to take additional math courses may not take any of these combinations: MAT 161/171 or MAT 161 or 171/MAT 175. PED 110 will usually satisfy the health and physical education requirement, if applicable, at the receiving UNC institution. Students should always check with the receiving institution for updated transfer information. (1-3 SHC)

(1-3 SHC)

ACA 111	College Student Success (not transferable)	1
BUS 115	Business Law I	3
EDU 216	Foundations in Education	4
MAT 161A	College Algebra	1
MAT 171A	Precalculus Algebra Lab	1
MAT 175A	Precalculus Lab	1
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics I	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense-Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
PSY 263	Educational Psychology	3
SOC 232	Social Context of Aging	3

Total Semester Hours of Other Required Hours..... 19-21

Total Requirement in Semester Hours 64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Recommended Courses: PSY 150 and SOC 210.

Criminal Justice

(Transfer Program for Any Student Seeking a Criminal Justice Degree at a Four-Year Institution)

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The Criminal Justice premajor is designed for students who plan to pursue a Bachelor of Arts Degree in Criminal Justice. Students who successfully complete this program and who meet admissions requirements at the receiving institution, will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in Criminal Justice: ASU, ECU, ECSU, FSU, NCCU, NCSU, UNC-C, UNC-P, UNC-W, and WCU.

Semester Hours Credit

GENERAL EDUCATION CORE ..... (44 SHC)

English Composition ..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts ..... 9 SHC
Select three courses from at least two of the following areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. One course must be a literature course. One foreign language is recommended.

1.	ART 111	Art Appreciation 3
	ART 114	Art History Survey I 3
	ART 115	Art History Survey II 3
	ART 116	Survey of American Art 3
	ART 117	Non-Western Art History 3
2.	DRA 111	Theatre Appreciation 3
	DRA 122	Oral Interpretation 3
	DRA 126	Storytelling 3
	DRA 211	Theatre History I 3
	DRA 212	Theatre History II 3
3.	ENG 131	Introduction to Literature 3
	ENG 231	American Literature I 3
	ENG 232	American Literature II 3
	ENG 233	Major American Writers 3
	ENG 241	British Literature I 3
	ENG 242	British Literature II 3
	ENG 251	Western World Literature I 3
	ENG 252	Western World Literature II 3
	ENG 261	World Literature I 3
	ENG 262	World Literature II 3
4.	FRE 111	Elementary French I 3
	FRE 112	Elementary French II 3
	FRE 211	Intermediate French I 3
	FRE 212	Intermediate French II 3
	GER 111	Elementary German I 3
	GER 112	Elementary German II 3
	GER 211	Intermediate German I 3
	GER 212	Intermediate German II 3
	SPA 111	Elementary Spanish I 3
	SPA 112	Elementary Spanish II 3
	SPA 211	Intermediate Spanish I 3
	SPA 212	Intermediate Spanish II 3
5.	HUM 110	Technology and Society 3
	HUM 115	Critical Thinking 3
	HUM 130	Myth in Human Culture 3
	HUM 160	Introduction to Film 3
	HUM 161	Advanced Film Studies 3
	HUM 220	Human Values and Meaning 3
6.	MUS 110	Music Appreciation 3
	MUS 112	Introduction to Jazz 3
	MUS 113	American Music 3
	MUS 114	Non-Western Music 3
7.	PHI 210	History of Philosophy 3
	PHI 215	Philosophical Issues 3
	PHI 220	Western Philosophy I 3
	PHI 221	Western Philosophy II 3
	PHI 230	Introduction to Logic 3
	PHI 240	Introduction to Ethics 3
8.	REL 110	World Religions 3
	REL 111	Eastern Religions 3
	REL 112	Western Religions 3
	REL 211	Intro to Old Testament 3
	REL 212	Intro to New Testament 3
	REL 221	Religion in America 3

Speech/Communication ..... 3 SHC
COM 231 is recommended.

	COM 110	Intro to Communication 3
		or
	COM 120	Interpersonal Communication 3
		or
	COM 231	Public Speaking 3

Social/Behavioral Sciences ..... 12 SHC
Four courses are required.

Select one of the following history courses:

	HIS 115	Intro to Global History 3
	HIS 121	Western Civilization I 3
	HIS 122	Western Civilization II 3
	HIS 131	American History I 3
	HIS 132	American History II 3

The following courses are required:

	POL 120	American Government 3
	PSY 150	General Psychology 3
	SOC 210	Introduction to Sociology 3

Natural Sciences/Mathematics ..... 14 SHC
Natural Sciences ..... 8 SHC
Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines. Reminder: BIO 140, CHM 131 and PHY 110 have mandatory labs.

1.	BIO 110	Principles of Biology 4
	BIO 111	General Biology I 4
	BIO 112	General Biology II 4
	BIO 140	Environmental Biology 3
	BIO 140A	Environmental Biology Lab 1
2.	CHM 131	Intro to Chemistry 3
	CHM 131A	Intro to Chemistry Lab 1
	CHM 132	Organic and Biochemistry 4
	CHM 151	General Chemistry I 4
	CHM 152	General Chemistry II 4
4.	GEL 113	Historical Geology 4
	GEL 120	Physical Geology 4
	GEL 230	Environmental Geology 4
5.	PHY 110	Conceptual Physics 3
	PHY 110A	Conceptual Physics Lab 1
	PHY 151	College Physics I 4
	PHY 152	College Physics II 4
	PHY 251	General Physics I 4
	PHY 252	General Physics II 4

Math ..... *6 SHC*
Two courses are required. Select one or two courses from List I below or select the second course from List II below. Reminder: Students may not take any of these combinations: MAT 161/171 OR MAT 161 or 171/MAT 175 OR MAT 172/175.

The following courses have mandatory labs: MAT 140, 151, 161, 165, 171, 172, 175, and 263. These labs are electives and are listed in the Other Required Hours section of this program.

List I

MAT 140	Survey of Mathematics	3
MAT 161	College Algebra	3
MAT 165	Finite Mathematics	3
MAT 171	Precalculus Algebra	3
MAT 172	Precalculus Trigonometry	3
MAT 175	Precalculus	4
MAT 263	Brief Calculus	3
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4

List II

CIS 110	Introduction to Computers	3
MAT 151	Statistics I	3

Total General Education Core ..... 44 SHC

OTHER REQUIRED HOURS (20 - 21 SHC)
The following courses are required (9 SHC):

CJC 111	Intro to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3

Eleven (11) additional hours may be selected from the remaining general education core and/or the electives below. PED 110 is recommended.

ACA 111	College Student Success (not transferable)	1
ACC 120	Prin of Financial Accounting	4
ACC 121	Prin of Managerial Accounting	4
ANT 210	General Anthropology	3
ANT 220	Cultural Anthropology	3
ART 121	Design I	3
ART 122	Design II	3
ART 131	Drawing I	3
ART 132	Drawing II	3
ART 171	Computer Art I	3
ART 240	Painting I	3
ART 241	Painting II	3
ART 261	Photography I	3
ART 262	Photography II	3
ART 264	Digital Photography I	3
ART 265	Digital Photography II	3
ART 266	Videography I	3
ART 267	Videography II	3
ART 271	Computer Art II	3
ART 283	Ceramics I	3
ART 284	Ceramics II	3
BUS 115	Business Law I	3
CIS 115	Intro to Programming and Logic	3
DRA 170	Play Production I	3
DRA 171	Play Production II	3
ECO 151	Survey of Economics	3
ECO 251	Prin of Microeconomics	3
ECO 252	Prin of Macroeconomics	3
EDU 216	Foundation in Education	4
ENG 125	Creative Writing I	3
ENG 126	Creative Writing II	3
ENG 132	Introduction to Drama	3
ENG 133	Introduction to Novel	3
ENG 272	Southern Literature	3
ENG 273	African-American Literature	3
ENG 274	Literature by Women	3
HIS 116	Current World Problems	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
MAT 140A	Survey of Mathematics Lab	1
MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 165A	Finite Math Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263A	Brief Calculus Lab	1
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics I	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense-Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
POL 110	Intro to Political Science	3
POL 210	Comparative Government	3
POL 220	International Relations	3
PSY 241	Developmental Psych	3
PSY 259	Human Sexuality	3
PSY 281	Abnormal Psychology	3
PSY 263	Educational Psychology	3
SOC 213	Sociology of the Family	3
SOC 220	Social Problems	3
SOC 230	Race and Ethnic Relations	3
SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 240	Social Psychology	3
SOC 242	Sociology of Deviance	3

Total Semester Hours of Other Required Hours..... 20-21

Total Requirement in Semester Hours 64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Recommended Course: One foreign language; COM 231; MAT 161, 171, or 175; MAT 151/151A; PED 110.

Elementary Education

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The *Elementary Education* premajor is designed for students who plan to pursue a Bachelor of Arts Degree in Elementary Education. Students who successfully complete this program and who meet admissions requirements at the receiving institution, will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in Elementary Education: ASU, ECU, ECSU, FSU, NCA&T, NCCU, UNC-A, UNC-C, UNC-CH, UNC-G, UNC-P, UNC-W, WCU, and WSSU.

Semester Hours Credit

GENERAL EDUCATION CORE .....(44 SHC)

English Composition..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3

Humanities/Fine Arts..... 12 SHC

Select one literature course from the following:

ENG 131	Introduction to Literature	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 233	Major American Writers	3

The following course is required to substitute for 3 SHC of Humanities/Fine Arts:

COM 231	Public Speaking	3

One of the following courses is required:

ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
MUS 110	Music Appreciation	3

Select one additional course from the following discipline areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. A foreign language is recommended.

1.	ART 116	Survey of American Art	3
	ART 117	Non-Western Art History	3
2.	DRA 111	Theatre Appreciation	3
	DRA 122	Oral Interpretation	3
	DRA 126	Storytelling	3
	DRA 211	Theatre History I	3
	DRA 212	Theatre History II	3
3.	ENG 241	British Literature I	3
	ENG 242	British Literature II	3
	ENG 251	Western World Literature I	3
	ENG 252	Western World Literature II	3
	ENG 261	World Literature I	3
	ENG 262	World Literature II	3
4.	FRE 111	Elementary French I	3
	FRE 112	Elementary French II	3
	FRE 211	Intermediate French I	3
	FRE 212	Intermediate French II	3
	GER 111	Elementary German I	3
	GER 112	Elementary German II	3
	GER 211	Intermediate German I	3
	GER 212	Intermediate German II	3
	SPA 111	Elementary Spanish I	3
	SPA 112	Elementary Spanish II	3
	SPA 211	Intermediate Spanish I	3
	SPA 212	Intermediate Spanish II	3
5.	HUM 110	Technology and Society	3
	HUM 115	Critical Thinking	3
	HUM 130	Myth in Human Culture	3
	HUM 160	Introduction to Film	3
	HUM 161	Advanced Film Studies	3
	HUM 220	Human Values and Meaning	3
6.	MUS 112	Introduction to Jazz	3
	MUS 113	American Music	3
	MUS 114	Non-Western Music	3
7.	PHI 210	History of Philosophy	3
	PHI 215	Philosophical Issues	3
	PHI 220	Western Philosophy I	3
	PHI 221	Western Philosophy II	3
	PHI 230	Introduction to Logic	3
	PHI 240	Introduction to Ethics	3
8.	REL 110	World Religions	3
	REL 111	Eastern Religions	3
	REL 112	Western Religions	3
	REL 211	Intro to Old Testament	3
	REL 212	Intro to New Testament	3
	REL 221	Religion in America	3

Social/Behavioral Sciences ..... 12 SHC
Select four courses from at least three of the following areas: anthropology, economics, history, political science, psychology, and sociology. HIS 115, 121, or 122 is required. PSY 150 and SOC 210 are required. PSY 241 is recommended.

1.	ANT 210	General Anthropology 3
	ANT 220	Cultural Anthropology 3
2.	ECO 151	Survey of Economics 3
	ECO 251	Prin of Microeconomics 3
	ECO 252	Prin of Macroeconomics 3
3.	HIS 115	Intro to Global History 3
	HIS 121	Western Civilization I 3
	HIS 122	Western Civilization II 3
	HIS 131	American History I 3
	HIS 132	American History II 3
4.	POL 110	Intro to Political Sciences 3
	POL 120	American Government 3
	POL 210	Comparative Government 3
	POL 220	International Relations 3
5.	PSY 150	General Psychology 3
	PSY 241	Developmental Psych 3
	PSY 281	Abnormal Psychology 3
6.	SOC 210	Introduction to Sociology 3
	SOC 213	Sociology of the Family 3
	SOC 220	Social Problems 3
	SOC 230	Race and Ethnic Relations 3
	SOC 240	Social Psychology 3

Natural Sciences/Mathematics ..... 14 SHC
Natural Sciences ..... 8 SHC
One of the following courses is required (4 SHC):

	BIO 110	Principles of Biology 4
		or
	BIO 111	General Biology I 4

Select one of the following (4 SHC):

	CHM 131	Intro to Chemistry 3
		and
	CHM 131A	Intro to Chemistry Lab 1
		or
	CHM 151	General Chemistry I 4
		or
	PHY 110	Conceptual Physics 3
		and
	PHY 110A	Conceptual Physics Lab 1
		or
	PHY 151	College Physics I 4

Math ..... 6 SHC
MAT 141 and 142 are required and have mandatory labs; these labs are electives and are listed in the Other Required Hours section of this program.

	MAT 141	Mathematical Concepts I 3
	MAT 142	Mathematical Concepts II 3

Total General Education Core ..... 44 SHC

OTHER REQUIRED HOURS (20-21 SHC)
The transfer of the 65th hour is not guaranteed.

At certain UNC institutions, EDU 216 and EDU 221 (not taught at CFCC) may fulfill major requirements. At a majority of the institutions, these courses will transfer only as free electives. Students should check with the university for the local transfer policy regarding these education courses.

It is recommended that with the 20 semester hours of "Other Required Hours," Elementary Education premajors select courses that will help them meet a corollary studies area. These courses should be selected in conjunction with the requirements at each university, since available corollary studies may not be offered on each university campus. Corollary Studies are comprised of a minimum of 18 hours of community college or UNC campuses" coursework in a choice of four interdisciplinary areas: (1) diversity studies; (2) global issues; (3) the arts; or (4) math, science, and technology. Satisfying the UNC Board of Governors' requirement for an academic concentration, corollary studies are appropriate for expanding and deepening the pre-service elementary teacher's knowledge, appreciation, and skills in the areas appropriate to the elementary school classroom and curriculum. The following recommended courses in these studies may be taken as general education or "Other Required Hours."

Recommended Courses for Corollary Studies Areas

I. Diversity Studies
A minimum 18-hour multidisciplinary area of corollary studies that increases the pre-service teacher's knowledge of, respect for, and skills in working with students, families, and communities of diverse abilities, languages, races, and cultural backgrounds. Select courses from a minimum of two and a maximum of three different fields or prefixes as listed below:

Anthropology

	ANT 210	General Anthropology 3
	ANT 220	Cultural Anthropology 3

Art

	ART 117	Non-Western Art History 3

Communication

	COM 120	Interpersonal Communication 3
	COM 140	Intercultural Communication 3

Drama

	DRA 126	Storytelling 3

English

	ENG 261	World Literature I 3
	ENG 262	World Literature II 3
	ENG 273	African-American Literature 3

History

	HIS 221	African-American History 3
	HIS 228	History of the South 3

Humanities

	HUM 220	Human Values & Meaning 3

Languages

FRE 211	Intermediate French I	3
FRE 212	Intermediate French II	3
GER 211	Intermediate German I	3
GER 212	Intermediate German II	3
SPA 141	Culture and Civilization	3
SPA 151	Hispanic Literature	3
SPA 161	Cultural Immersion	3
SPA 211	Intermediate Spanish I	3
SPA 212	Intermediate Spanish II	3

Music

MUS 114	Non-Western Music	3

Psychology

PSY 241	Developmental Psychology	3
PSY 259	Human Sexuality	3
PSY 281	Abnormal Psychology	3

Religion

REL 110	World Religions	3
REL 111	Eastern Religions	3
REL 221	Religion in America	3

Sociology

SOC 213	Sociology of the Family	3
SOC 220	Social Problems	3
SOC 230	Race and Ethnic Relations	3
SOC 234	Sociology of Gender	3
SOC 242	Sociology of Deviance	3

II. Global Issues

A minimum 18-hour multidisciplinary Global Issues area of corollary studies that encompasses courses with a common theme of providing insight into the human condition in the world. The corollary studies area of Global Issues will increase the pre-service teacher's knowledge and understanding of the world in which we live and contemporary issues affecting the world. Courses addressing a particular region in the world or courses about a particular historical period were not included. The perception of a global issue is subjective and courses included in this area may change over time. Select courses from a minimum of two and a maximum of three different fields (prefixes) as listed below.

Anthropology

ANT 220	Cultural Anthropology	3

Biology

BIO 150	Genetics in Human Affairs	3
BIO 173	Microbes in World Affairs	3

Economics

ECO 252	Principles of Macroeconomics	3

Geology

GEL 230	Environmental Geology	3

History

HIS 115	Intro to Global History	3
HIS 116	Current World Problems	3

Humanities

HUM 110	Technology and Society	3
HUM 220	Human Values and Meaning	3

Philosophy

PHI 215	Philosophical Issues	3
PHI 240	Intro to Ethics	3
PHI 250	Philosophy of Science	3

Political Science

POL 210	Comparative Government	3
POL 220	International Relations	3

Religion

REL 110	World Religions	3

Sociology

SOC 220	Social Problems	3

III. The Arts

A minimum 18-hour area of corollary studies in the Arts will increase the pre-service teacher's knowledge and appreciation of the visual and performing arts and their history. Pre-service teachers who select this area of corollary studies will be prepared to use the Arts to further children's understanding of the world, of diverse cultures, and of multiple ways of constructing knowledge and expressing themselves.

Students will choose a minimum of eighteen hours coursework from the approved lists. Their selections must be drawn from a minimum of two and a maximum of three categories/disciplines (prefixes) across the following two lists. Students may choose up to six hours of coursework from List II. The remainder of coursework (12-18 hours) must be from List I.

List I:

Non-applied Courses (12-18 hours should be chosen from this list.)

Art

ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
ART 116	Survey of American Art	3
ART 117	Non-Western Art History	3

Drama/Theatre

DRA 111	Theatre Appreciation	3
DRA 120	Voice for Performance	3
DRA 122	Oral Interpretation	3
DRA 126	Storytelling	3
DRA 128	Children's Theatre	3
DRA 211	Theatre History I	3
DRA 212	Theatre History II	3

Music

MUS 110	Music Appreciation	3
MUS 111	Fundamentals of Music	3
MUS 113	American Music	3
MUS 114	Non-Western Music	3
MUS 121	Music Theory I	4

List II:
Applied/Skilled/Ensemble Courses (Only 6 hours may be chosen.)

Art

ART 121	Design I	3
ART 122	Design II	3
ART 131	Drawing I	3
ART 132	Drawing II	3
ART 171	Computer Art I	3
ART 231	Printmaking I	3
ART 232	Printmaking II	3
ART 240	Painting I	3
ART 241	Painting II	3
ART 261	Photography I	3
ART 262	Photography II	3
ART 271	Computer Art II	3
ART 281	Sculpture I	3
ART 282	Sculpture II	3
ART 283	Ceramics I	3
ART 284	Ceramics II	3

Drama/Theatre

DRA 130	Acting I	3
DRA 131	Acting II	3

Music

MUS 123	Music Composition	1
MUS 131	Chorus I	1
MUS 132	Chorus II	1
MUS 135	Jazz Ensemble I	1
MUS 136	Jazz Ensemble II	1
MUS 141	Ensemble I	1
MUS 142	Ensemble II	1
MUS 151	Class Music I	1
MUS 152	Class Music II	1
MUS 161	Applied Music I	2
MUS 162	Applied Music II	2
MUS 214	Electronic Music I	2
MUS 215	Electronic Music II	2
MUS 253	Big Band	1

IV. Math Science, and Technology
A minimum 18-hour multidisciplinary area of corollary studies that increases the pre-service teacher's knowledge of, respect for, and skills in the areas of math, science, and technology and their interconnectedness. Select courses from a minimum of two and a maximum of three different fields or prefixes as listed below:

Technology

CIS 110	Introduction to Computers	3
CIS 115	Intro to Programming and Logic	3
HUM 110	Technology and Society	3
PHI 230	Introduction to Logic	3

Mathematics
Reminder: Students may not take any of these combinations: MAT 161/171 or MAT 161 or 171/MAT 175 or MAT 172/175. The following courses have mandatory labs: MAT 151, 161, 165, 171, 172, 175, and 263. Math lab credit hours are not included in 18-hour concentration.

MAT 151	Statistics I	3
MAT 161	College Algebra	3
MAT 165	Finite Mathematics	3
MAT 171	Precalculus Algebra	3
MAT 172	Precalculus Trigonometry	3
MAT 175	Precalculus	4
MAT 263	Brief Calculus	3
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4
MAT 280	Linear Algebra	3
MAT 285	Differential Equations	3

Science
The following courses have mandatory labs: BIO 140, CHM 131, PHY 110.

BIO 110	Principles of Biology	4
BIO 111	General Biology I	4
BIO 112	General Biology II	4
BIO 140	Environmental Biology	3
BIO 150	Genetics in Human Affairs	3
BIO 155	Nutrition	3
BIO 168	Anatomy and Physiology I	3
BIO 169	Anatomy and Physiology II	3
BIO 173	Microbes in World Affairs	3
BIO 175	General Microbiology	3
CHM 131	Introduction to Chemistry	3
CHM 132	Organic and Biochemistry	4
CHM 151	General Chemistry I	4
CHM 152	General Chemistry II	4
COM 250	Public Communication	3
GEL 113	Historical Geology	4
GEL 120	Physical Geology	4
GEL 230	Environmental Geology	4
PHI 250	Philosophy of Science	3
PHY 110	Conceptual Physics	3
PHY 151	College Physics I	4
PHY 152	College Physics II	4
PHY 251	General Physics I	4
PHY 252	General Physics II	4

Additional hours may be selected from the remaining general education core and/or the electives below.

ACA 111	College Student Success (not transferable)	1
ART 264	Digital Photography	3
ART 265	Digital Photography II	3
BIO 140A	Environmental Biology Lab	1
CHM 131A	Intro to Chemistry Lab	1
HIS 229	History of the Old South	3
MAT 141A	Mathematical Concepts I	1
MAT 142A	Mathematical Concepts II	1
MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 165A	Finite Math Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263A	Brief Calculus Lab	1
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics I	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense-Beginning	1
PED 128	Golf-beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 147	Soccer	1

PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
PSY 263	Educational Psychology	3

Total Semester Hours of Other Required Hours..... 20-21

Total Requirement in Semester Hours 64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements.

Application to a University
Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon completion of the associate in arts degree, students who meet the requirements outlined in this premajor will be eligible to be considered for admission as junior to the universities offering the baccalaureate degree.

Admission to the Major
Grade-point average requirements vary, and admission is competitive across the several programs in Elementary Education. Minimum statewide requirements are as follows:

a. Minimum 2.5 grade-point average 4.0 scale

b. Satisfactory passing scores as established by the State Board of Education on PRAXIS 1 PPST-Reading; PPST-Writing; and PPST-Math.

Receiving institutions may have additional requirements, prerequisites, and/or proficiencies. Since these vary at receiving institutions, students should review the admission to teacher education requirements for the institution(s) they plan to attend.

English

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The *English* premajor is designed for students who plan to pursue a Bachelor of Arts Degree in English. Students who successfully complete this program and who meet admissions requirements at the receiving institution, will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in English: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, and WSSU.

Semester Hours Credit

GENERAL EDUCATION CORE .....(44 SHC)

English Composition..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3

Humanities/Fine Arts..... 9 SHC
Three courses from at least two discipline areas are required.

Select one literature course from the following (3 SHC):

ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
ENG 261	World Literature I	3
ENG 262	World Literature II	3

Two additional courses from the following areas are required: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. One of the following foreign language sequences is recommended:
FRE 111 and FRE 112, or, GER 111 and Ger 112, or, SPA 111 and SPA 112.

1.	ART 111	Art Appreciation	3
	ART 114	Art History Survey I	3
	ART 115	Art History Survey II	3
	ART 116	Survey of American Art	3
	ART 117	Non-Western Art History	3

2.	DRA 111	Theatre Appreciation	3
	DRA 122	Oral Interpretation	3
	DRA 126	Storytelling	3
	DRA 211	Theatre History I	3
	DRA 212	Theatre History II	3
3.	ENG 233	Major American Writers	3
	ENG 252	Western World Literature II	3
4.	FRE 111	Elementary French I	3
	FRE 112	Elementary French II	3
	FRE 211	Intermediate French I	3
	FRE 212	Intermediate French II	3
	GER 111	Elementary German I	3
	GER 112	Elementary German II	3
	GER 211	Intermediate German I	3
	GER 212	Intermediate German II	3
	SPA 111	Elementary Spanish I	3
	SPA 112	Elementary Spanish II	3
	SPA 211	Intermediate Spanish I	3
	SPA 212	Intermediate Spanish II	3
5.	HUM 110	Technology and Society	3
	HUM 115	Critical Thinking	3
	HUM 130	Myth in Human Culture	3
	HUM 160	Introduction to Film	3
	HUM 161	Advanced Film Studies	3
	HUM 220	Human Values and Meaning	3
6.	MUS 110	Music Appreciation	3
	MUS 112	Introduction to Jazz	3
	MUS 113	American Music	3
	MUS 114	Non-Western Music	3
7.	PHI 210	History of Philosophy	3
	PHI 215	Philosophical Issues	3
	PHI 220	Western Philosophy I	3
	PHI 221	Western Philosophy II	3
	PHI 230	Introduction to Logic	3
	PHI 240	Introduction to Ethics	3
8.	REL 110	World Religions	3
	REL 111	Eastern Religions	3
	REL 112	Western Religions	3
	REL 211	Intro to Old Testament	3
	REL 212	Intro to New Testament	3
	REL 221	Religion in America	3

Speech/Communication ..... 3 SHC

	COM 231	Public Speaking	3

Social/Behavioral Sciences ..... 12 SHC

Select four courses from at least three of the following areas: anthropology, economics, history, political science, psychology, and sociology. HIS 121 is required. In addition, one of the following history courses is recommended: HIS 115, 122, 131, or 132.

1.	ANT 210	General Anthropology	3
	ANT 220	Cultural Anthropology	3
2.	ECO 151	Survey of Economics	3
	ECO 251	Prin of Microeconomics	3
	ECO 252	Prin of Macroeconomics	3
3.	HIS 115	Intro to Global History	3
	HIS 121	Western Civilization I	3
	HIS 122	Western Civilization II	3
	HIS 131	American History I	3
	HIS 132	American History II	3
4.	POL 110	Intro to Political Science	3
	POL 120	American Government	3
	POL 210	Comparative Government	3
	POL 220	International Relations	3
5.	PSY 150	General Psychology	3
	PSY 241	Developmental Psychology	3
	PSY 281	Abnormal Psychology	3
6.	SOC 210	Introduction to Sociology	3
	SOC 213	Sociology of the Family	3
	SOC 220	Social Problems	3
	SOC 230	Race and Ethnic Relations	3
	SOC 240	Social Psychology	3

Natural Sciences/Mathematics ..... 14 SHC

Natural Sciences ..... 8 SHC

Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines. Reminder: BIO 140, CHM 131 and PHY 110 have mandatory labs.

1.	BIO 110	Principles of Biology	4
	BIO 111	General Biology I	4
	BIO 112	General Biology II	4
	BIO 140	Environmental Biology	3
	BIO 140A	Environmental Biology Lab	1
2.	CHM 131	Intro to Chemistry	3
	CHM 131A	Intro to Chemistry Lab	1
	CHM 132	Organic and Biochemistry	4
	CHM 151	General Chemistry I	4
	CHM 152	General Chemistry II	4
3.	GEL 113	Historical Geology	4
	GEL 120	Physical Geology	4
	GEL 230	Environmental Geology	4
4.	PHY 110	Conceptual Physics	3
	PHY 110A	Conceptual Physics Lab	1
	PHY 151	College Physics I	4
	PHY 152	College Physics II	4
	PHY 251	General Physics I	4
	PHY 252	General Physics II	4

Math ..... 6 SHC

Two courses are required. Select one or two courses from List I below or select the second course from List II below. Reminder: Students may not take any of these combinations: MAT 161/171 OR MAT 161 or 171/MAT 175 OR MAT 172/175.

The following courses have mandatory labs: MAT 140, 151, 161, 165, 171, 172, 175, and 263. These labs are electives and are listed in the Other Required Hours section of this program.

List I

MAT 140	Survey of Mathematics	3
MAT 161	College Algebra	3
MAT 165	Finite Mathematics	3
MAT 171	Precalculus Algebra	3
MAT 172	Precalculus Trigonometry	3
MAT 175	Precalculus	4
MAT 263	Brief Calculus	3
MAT 272	Calculus II	4
MAT 273	Calculus III	4

List II

CIS 110	Introduction to Computers	3
MAT 151	Statistics I	3

General Education Core ..... (44 SHC)

OTHER REQUIRED HOURS (20-21 SHC)

One of the following courses is required (3 SHC):

ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
ENG 261	World Literature I	3
ENG 262	World Literature II	3

Seventeen (17) additional hours of approved college transfer courses are required.

Two of the following courses are recommended:

ENG 125	Creative Writing I	3
ENG 126	Creative Writing II	3
ENG 131	Introduction to Literature	3
ENG 132	Introduction to Drama	3
ENG 133	Introduction to the Novel	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 233	Major American Writers	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
ENG 251	Western World Literature I	3
ENG 252	Western World Literature II	3
ENG 261	World Literature I	3
ENG 262	World Literature II	3
ENG 273	African-American Literature	3
ENG 274	Literature by Women	3

An intermediate foreign language sequence is recommended:

FRE 211	Intermediate French I	3
	and	
FRE 212	Intermediate French II	3
	or	
GER 211	Intermediate German I	3
	and	
GER 212	Intermediate German II	3
	or	
SPA 211	Intermediate Spanish I	3
	and	
SPA 212	Intermediate Spanish II	3

Additional hours may be selected from the remaining general education core and/or the following electives:

ACA 111	College Student Success (not transferable)	1
ART 121	Design I	3
ART 122	Design II	3
ART 131	Drawing I	3
ART 132	Drawing II	3
ART 171	Computer Art I	3
ART 240	Painting I	3
ART 241	Painting II	3
ART 261	Photography I	3
ART 264	Digital Photography I	3
ART 265	Digital Photography II	3
ART 262	Photography II	3
ART 266	Videography I	3
ART 267	Videography II	3
ART 271	Computer Art II	3
ART 283	Ceramics I	3
ART 284	Ceramics II	3
COM 110	Intro to Communication	3
COM 111	Voice and Diction I	3
COM 120	Interpersonal Communication	3
COM 140	Intercultural Communication	3
COM 232	Election Rhetoric	3
COM 233	Persuasive Speaking	3
COM 250	Public Communication	3
DRA 130	Acting I	3
DRA 131	Acting II	3
DRA 170	Play Production I	3
DRA 171	Play Production II	3
EDU 216	Foundations in Education	4
ENG 272	Southern Literature	3
HIS 116	Current World Problems	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
JOU 110	Intro to Journalism	3
MAT 140A	Survey of Mathematics Lab	1
MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 165A	Finite Math Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263A	Brief Calculus Lab	1
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense--Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
PSY 259	Human Sexuality	3
PSY 263	Educational Psychology	3

SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 242	Sociology of Deviance	3

Total Semester Hours of Other Required Hours..... 20-21

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Recommended Courses: FRE 111 and FRE 112, or, SPA 111 and SPA 112; FRE 211 and FRE 212, or, SPA 211 and SPA 212; HIS 115 or HIS 122 or HIS 131 or HIS 132. Two courses from the following list: ENG 125, 126, or any of the literature courses.

English Education

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The English Education premajor is designed for students who plan to pursue a Bachelor of Arts Degree in English Education. Students who successfully complete this program and who meet admissions requirements at the receiving institution, will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in English Education: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, and WSSU.

Semester Hours Credit

GENERAL EDUCATION CORE .....(44 SHC)

English Composition..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3

Humanities/Fine Arts..... 9 SHC

Select four courses from at least three of the following discipline areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. One course must be a literature course. One of the following foreign language sequences is recommended: FRE 111 and FRE 112, or, GER 111 and GER 112, or, SPA 111 and SPA 112. One of the following fine art courses is recommended: ART 111, DRA 111, HUM 160, or MUS 110..

1.	ART 111	Art Appreciation	3
	ART 114	Art History Survey I	3
	ART 115	Art History Survey II	3
	ART 116	Survey of American Art	3
	ART 117	Non-Western Art History	3
2.	DRA 111	Theatre Appreciation	3
	DRA 122	Oral Interpretation	3
	DRA 126	Storytelling	3
	DRA 211	Theatre History I	3
	DRA 212	Theatre History II	3
3.	ENG 131	Introduction to Literature	3
	ENG 231	American Literature I	3
	ENG 232	American Literature II	3
	ENG 233	Major American Writers	3
	ENG 241	British Literature I	3
	ENG 242	British Literature II	3
	ENG 251	Western World Literature I	3
	ENG 252	Western World Literature II	3
	ENG 261	World Literature I	3
	ENG 262	World Literature II	3
4.	FRE 111	Elementary French I	3
	FRE 112	Elementary French II	3
	FRE 211	Intermediate French I	3
	FRE 212	Intermediate French II	3
	GER 111	Elementary German I	3
	GER 112	Elementary German II	3
	GER 211	Intermediate German I	3
	GER 212	Intermediate German II	3
	SPA 111	Elementary Spanish I	3
	SPA 112	Elementary Spanish II	3
	SPA 211	Intermediate Spanish I	3
	SPA 212	Intermediate Spanish II	3
5.	HUM 110	Technology and Society	3
	HUM 115	Critical Thinking	3
	HUM 130	Myth in Human Culture	3
	HUM 160	Introduction to Film	3
	HUM 161	Advanced Film Studies	3
	HUM 220	Human Values and Meaning	3
6.	MUS 110	Music Appreciation	3
	MUS 112	Introduction to Jazz	3
	MUS 113	American Music	3
	MUS 114	Non-Western Music	3
7.	PHI 210	History of Philosophy	3
	PHI 215	Philosophical Issues	3
	PHI 220	Western Philosophy I	3
	PHI 221	Western Philosophy II	3
	PHI 230	Introduction to Logic	3
	PHI 240	Introduction to Ethics	3
8.	REL 110	World Religions	3
	REL 111	Eastern Religions	3
	REL 112	Western Religions	3
	REL 211	Intro to Old Testament	3
	REL 212	Intro to New Testament	3
	REL 221	Religion in America	3

Social/Behavioral Sciences ..... 12 SHC
Select four courses from at least three of the following areas: anthropology, economics, history, political science, psychology, and sociology. HIS 121 and PSY 150 are required. In addition, one of the following is recommended: HIS 115, 122, 131, or 132.

1.	ANT 210	General Anthropology 3
	ANT 220	Cultural Anthropology 3
2.	ECO 151	Survey of Economics 3
	ECO 251	Prin of Microeconomics 3
	ECO 252	Prin of Macroeconomics 3
3.	HIS 115	Intro to Global History 3
	HIS 121	Western Civilization I 3
	HIS 122	Western Civilization II 3
	HIS 131	American History I 3
	HIS 132	American History II 3
4.	POL 110	Intro to Political Science 3
	POL 120	American Government 3
	POL 210	Comparative Government 3
	POL 220	International Relations 3
5.	PSY 150	General Psychology 3
	PSY 241	Developmental Psychology 3
	PSY 281	Abnormal Psychology 3
6.	SOC 210	Introduction to Sociology 3
	SOC 213	Sociology of the Family 3
	SOC 220	Social Problems 3
	SOC 230	Race and Ethnic Relations 3
	SOC 240	Social Psychology 3

Natural Sciences/Mathematics ..... 14 SHC
Natural Sciences ..... 8 SHC
Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines. Reminder: CHM 131 and PHY 110 have mandatory labs.

1.	BIO 110	Principles of Biology 4
	BIO 111	General Biology I 4
	BIO 112	General Biology II 4
	BIO 140	Environmental Biology 3
	BIO 140A	Environmental Biology Lab 1
2.	CHM 131	Intro to Chemistry 3
	CHM 131A	Intro to Chemistry Lab 1
	CHM 132	Organic and Biochemistry 4
	CHM 151	General Chemistry I 4
	CHM 152	General Chemistry II 4
4.	GEL 113	Historical Geology 4
	GEL 120	Physical Geology 4
	GEL 230	Environmental Geology 4
5.	PHY 110	Conceptual Physics 3
	PHY 110A	Conceptual Physics Lab 1
	PHY 151	College Physics I 4
	PHY 152	College Physics II 4
	PHY 251	General Physics I 4
	PHY 252	General Physics II 4

Math ..... 6 SHC
Two courses are required. Select one or two courses from List I below or select the second course from List II below. Reminder: Students may not take any of these combinations: MAT 161/171 or MAT 161 or 171/MAT 175 or MAT 172/175.

The following courses have mandatory labs: MAT 140, 151, 161, 165, 171, 172, 175, and 263. These labs are electives and are listed in the Other Required Hours section of this program.

List I

MAT 140	Survey of Mathematics 3
MAT 161	College Algebra 3
MAT 165	Finite Mathematics 3
MAT 171	Precalculus Algebra 3
MAT 172	Precalculus Trigonometry 3
MAT 175	Precalculus 4
MAT 263	Brief Calculus 3
MAT 271	Calculus I 4
MAT 272	Calculus II 4
MAT 273	Calculus III 4

List II

CIS 110	Introduction to Computers 3
MAT 151	Statistics I 3

General Education Core ..... (44 SHC)

OTHER REQUIRED HOURS (20-21 SHC)
The following courses are required (7 SHC):

COM 231	Public Speaking 3
EDU 216	Foundations in Education 4

At certain UNC institutions, EDU 216 may fulfill a major requirement; at most institutions, it will transfer only as a free elective.

Thirteen (13) additional hours of approved college transfer courses are required.

One of the following courses with multi-cultural or gender emphasis is recommended (3 SHC):

ENG 272	Southern Literature 3
ENG 273	African-American Literature 3
ENG 274	Literature by Women 3
HIS 221	African-American History 3
SOC 230	Race and Ethnic Relations 3

Two additional 200-level courses in literature are recommended (These courses may include ENG 272, ENG 273, and ENG 274.) (6 SHC)

An intermediate foreign language is recommended (6 SHC):

FRE 211	Intermediate French I 3
	and
FRE 212	Intermediate French II 3
	or
GER 211	Intermediate German I 3
	and
GER 212	Intermediate German II 3
	or
SPA 211	Intermediate Spanish I 3
	and
SPA 212	Intermediate Spanish II 3

Additional hours may be selected from the remaining general education core or the courses listed under the Other Required Hours section.

ACA 111	College Student Success (not transferable)	1
ART 266	Videography I	3
ART 267	Videography II	3
COM 110	Interpersonal Communication	3
COM 111	Voice and Diction I	3
COM 120	Interpersonal Communication	3
COM 250	Public Communication	3
DRA 130	Acting I	3
DRA 131	Acting II	3
DRA 140	Stagecraft I	3
DRA 141	Stagecraft II	3
DRA 170	Play Production I	3
DRA 171	Play Production II	3
DRA 260	Directing	3
ENG 125	Creative Writing I	3
ENG 126	Creative Writing II	3
ENG 132	Introduction to Drama	3
ENG 133	Introduction to the Novel	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 233	Major American Writers	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
ENG 251	Western World Literature I	3
ENG 252	Western World Literature II	3
ENG 261	World Literature I	3
ENG 262	World Literature II	3
HIS 116	Current World Problems	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
JOU 110	Intro to Journalism	3
MAT 140A	Survey of Mathematics Lab	1
MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 165A	Finite Math Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263A	Brief Calculus Lab	1
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense-Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
PSY 259	Human Sexuality	3
PSY 263	Educational Psychology	3
SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 242	Sociology of Deviance	3

Total Semester Hours of Other Required Hours..... 20-21

Total Requirement in Semester Hours..... 64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Recommended Courses: FRE 111 and FRE 112, or, SPA 111 and SPA 112; HIS 115, HIS 122, HIS 131, or HIS 132; CIS 110; FRE 211 and FRE 212, or, SPA 211 and SPA 212; two additional 200-level courses in literature.

History

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The History premajor is designed for students who plan to pursue a Bachelor of Arts Degree in History. Students who successfully complete this program and who meet admissions requirements at the receiving institution, will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in History: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, and WSSU.

Semester Hours Credit

GENERAL EDUCATION CORE .....(44 SHC)

English Composition..... 6 SHC
ENG 112 or ENG 113 is recommended to satisfy the second composition.

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts ..... 9 SHC
Select three courses from at least two of the following areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. One course must be a literature course. One foreign language is recommended.

1.	ART 111	Art Appreciation 3
	ART 114	Art History Survey I 3
	ART 115	Art History Survey II 3
	ART 116	Survey of American Art 3
	ART 117	Non-Western Art History 3
2.	DRA 111	Theatre Appreciation 3
	DRA 122	Oral Interpretation 3
	DRA 126	Storytelling 3
	DRA 211	Theatre History I 3
	DRA 212	Theatre History II 3
3.	ENG 131	Introduction to Literature 3
	ENG 231	American Literature I 3
	ENG 232	American Literature II 3
	ENG 233	Major American Writers 3
	ENG 241	British Literature I 3
	ENG 242	British Literature II 3
	ENG 251	Western World Literature I 3
	ENG 252	Western World Literature II 3
	ENG 261	World Literature I 3
	ENG 262	World Literature II 3
4.	FRE 111	Elementary French I 3
	FRE 112	Elementary French II 3
	FRE 211	Intermediate French I 3
	FRE 212	Intermediate French II 3
	GER 111	Elementary German I 3
	GER 112	Elementary German II 3
	GER 211	Intermediate German I 3
	GER 212	Intermediate German II 3
	SPA 111	Elementary Spanish I 3
	SPA 112	Elementary Spanish II 3
	SPA 211	Intermediate Spanish I 3
	SPA 212	Intermediate Spanish II 3
5.	HUM 110	Technology and Society 3
	HUM 115	Critical Thinking 3
	HUM 130	Myth in Human Culture 3
	HUM 160	Introduction to Film 3
	HUM 161	Advanced Film Studies 3
	HUM 220	Human Values and Meaning 3
6.	MUS 110	Music Appreciation 3
	MUS 112	Introduction to Jazz 3
	MUS 113	American Music 3
	MUS 114	Non-Western Music 3
7.	PHI 210	History of Philosophy 3
	PHI 215	Philosophical Issues 3
	PHI 220	Western Philosophy I 3
	PHI 221	Western Philosophy II 3
	PHI 230	Introduction to Logic 3
	PHI 240	Introduction to Ethics 3
8.	REL 110	World Religions 3
	REL 111	Eastern Religions 3
	REL 112	Western Religions 3
	REL 211	Intro to Old Testament 3
	REL 212	Intro to New Testament 3
	REL 221	Religion in America 3

Speech/Communication ..... 3 SHC

	COM 110	Intro to Communication 3
		or
	COM 120	Interpersonal Communication 3
		or
	COM 231	Public Speaking 3

Social/Behavioral Sciences ..... 12 SHC
Select four courses from at least three of the following areas: anthropology, economics, history, political science, psychology, and sociology. One course must be a history course. The following courses are recommended: HIS 121, HIS 122, POL 120, and PSY 150.

1.	ANT 210	General Anthropology 3
	ANT 220	Cultural Anthropology 3
2.	ECO 151	Survey of Economics 3
	ECO 251	Prin of Microeconomics 3
	ECO 252	Prin of Macroeconomics 3
3.	HIS 115	Intro to Global History 3
	HIS 121	Western Civilization I 3
	HIS 122	Western Civilization II 3
4.	POL 110	Intro to Political Science 3
	POL 120	American Government 3
	POL 210	Comparative Government 3
	POL 220	International Relations 3
5.	PSY 150	General Psychology 3
	PSY 241	Developmental Psychology 3
	PSY 281	Abnormal Psychology 3
6.	SOC 210	Introduction to Sociology 3
	SOC 213	Sociology of the Family 3
	SOC 220	Social Problems 3
	SOC 230	Race and Ethnics Relations 3
	SOC 240	Social Psychology 3

Natural Sciences/Mathematics ..... 14 SHC
Natural Sciences ..... 8 SHC
Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines. Reminder: BIO 140, CHM 131 and PHY 110 have mandatory labs.

1.	BIO 110	Principles of Biology 4
	BIO 111	General Biology I 4
	BIO 112	General Biology II 4
	BIO 140	Environmental Biology 3
	BIO 140A	Environmental Biology Lab 1
2.	CHM 131	Intro to Chemistry 3
	CHM 131A	Intro to Chemistry Lab 1
	CHM 132	Organic and Biochemistry 4
	CHM 151	General Chemistry I 4
	CHM 152	General Chemistry II 4

3. GEL 113	Historical Geology	4
GEL 120	Physical Geology	4
GEL 230	Environmental Geology	4
5. PHY 110	Conceptual Physics	3
PHY 110A	Conceptual Physics Lab	1
PHY 151	College Physics I	4
PHY 152	College Physics II	4
PHY 251	General Physics I	4
PHY 252	General Physics II	4

Math ..... *6 SHC*
Two courses are required. Select one or two courses from List I below or select the second course from List II below. Reminder: Students may not take any of these combinations: MAT 161/171 OR MAT 161 or 171/MAT 175 OR MAT 172/175.

The following courses have mandatory labs: MAT 151, 161, 165, 171, 172, 175, and 263. These labs are electives and are listed in the Other Required Hours section of this program.

List I

MAT 161	College Algebra	3
MAT 165	Finite Mathematics	3
MAT 171	Precalculus Algebra	3
MAT 172	Precalculus Trigonometry	3
MAT 175	Precalculus	4
MAT 263	Brief Calculus	3
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4

List II

CIS 110	Introduction to Computers	3
MAT 151	Statistics I	3

Total General Education Core ..... 44 SHC

OTHER REQUIRED HOURS (20-21 SHC)
Other required hours should be selected from pre-major articulation agreements, remaining general education courses and/or the electives listed below.

Students intending to major in a history program at a UNC institution are advised to take no more than 12 elective hours in history at the community college level.

The following electives are recommended: HIS 115, HIS 131, HIS 132, PED 110, and PSY 241.

ACA 111	College Student Success (not transferable)	1
ART 121	Design I	3
ART 122	Design II	3
ART 131	Drawing I	3
ART 132	Drawing II	3
ART 171	Computer Art I	3
ART 240	Painting I	3
ART 241	Painting II	3
ART 261	Photography I	3
ART 262	Photography II	3
ART 264	Digital Photography I	3
ART 265	Digital Photography II	3
ART 271	Computer Art II	3
ART 283	Ceramics I	3
ART 284	Ceramics II	3
CIS 115	Intro to Programming and Logic	3
CJC 111	Intro to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
DRA 170	Play Production I	3
DRA 171	Play Production II	3
EDU 216	Foundations in Education	4
ENG 125	Creative Writing I	3
ENG 126	Creative Writing II	3
ENG 272	Southern Literature	3
ENG 273	African-American Literature	3
ENG 274	Literature by Women	3
HIS 115	Intro to Global History	3
HIS 116	Current World Problems	3
HIS 131	American History I	3
HIS 132	American History II	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 165A	Finite Math Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263A	Brief Calculus Lab	1
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics I	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense--Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball - Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
PSY 259	Human Sexuality	3
PSY 263	Educational Psychology	3
SOC 232	Social Context of the Aging	3
SOC 234	Sociology of Gender	3
SOC 242	Sociology of Deviance	3

Total Semester Hours of Other Required Hours..... 20-21

Total Requirement in Semester Hours 64-65
Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Recommended Courses: ENG 112 or 113; one foreign language; HIS 115, 121, 122, 131, and 132; PED 110; POL 120; PSY 150; and PSY 241.

Middle Grades Education and Special Education

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to first check with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The *Middle Grades Education and Special Education* premajor is designed for students who plan to pursue a Bachelor of Arts Degree in Middle Grades Education or in Special Education. Students who successfully complete this program and who meet admissions requirements at the receiving institution, will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in Middle Grades Education and Special Education:

Middle Grades Education: ASU, ECU, ECSU, FSU, NCCU, UNC-A, UNC-C, UNC-CH, UNC-G, UNC-P, UNC-W, WCU, and WSSU.

Special Education: ASU, ECU, ECSU, NCA&T, UNC-C, UNC-CH, UNC-P, UNC-W, WCU, AND WSSU.

Semester Hours Credit

GENERAL EDUCATION CORE ..... (44 SHC)

English Composition ..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts ..... 12 SHC

Select one literature course from the following:

ENG 131	Introduction to Literature	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 233	Major American Writers	3

The following course is required to substitute for 3 SHC of Humanities/Fine Arts:

COM 231	Public Speaking	3

One of the following courses is required:

ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
MUS 110	Music Appreciation	3

Select one additional course from the following discipline areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. A foreign language is recommended.

1.	ART 116	Survey of American Art	3
	ART 117	Non-Western Art History	3
2.	DRA 111	Theatre Appreciation	3
	DRA 122	Oral Interpretation	3
	DRA 126	Storytelling	3
	DRA 211	Theatre History I	3
	DRA 212	Theatre History II	3
3.	ENG 241	British Literature I	3
	ENG 242	British Literature II	3
	ENG 251	Western World Literature I	3
	ENG 252	Western World Literature II	3
	ENG 261	World Literature I	3
	ENG 262	World Literature II	3
4.	FRE 111	Elementary French I	3
	FRE 112	Elementary French II	3
	FRE 211	Intermediate French I	3
	FRE 212	Intermediate French II	3
	GER 111	Elementary German I	3
	GER 112	Elementary German II	3
	GER 211	Intermediate German I	3
	GER 212	Intermediate German II	3
	SPA 111	Elementary Spanish I	3
	SPA 112	Elementary Spanish II	3
	SPA 211	Intermediate Spanish I	3
	SPA 212	Intermediate Spanish II	3
5.	HUM 110	Technology and Society	3
	HUM 115	Critical Thinking	3
	HUM 130	Myth in Human Culture	3
	HUM 160	Introduction to Film	3
	HUM 161	Advanced Film Studies	3
	HUM 220	Human Values and Meaning	3
6.	MUS 112	Introduction to Jazz	3
	MUS 113	American Music	3
	MUS 114	Non-Western Music	3
7.	PHI 210	History of Philosophy	3
	PHI 215	Philosophical Issues	3
	PHI 220	Western Philosophy I	3
	PHI 221	Western Philosophy II	3
	PHI 230	Introduction to Logic	3
	PHI 240	Introduction to Ethics	3
8.	REL 110	World Religions	3
	REL 111	Eastern Religions	3
	REL 112	Western Religions	3
	REL 211	Intro to Old Testament	3
	REL 212	Intro to New Testament	3
	REL 221	Religion in America	3

Social/Behavioral Sciences ..... 12 SHC
Select four courses from at least three of the following areas: anthropology, economics, history, political science, psychology, and sociology. HIS 115, 121, or 122 is required. PSY 150 and SOC 210 are required. PSY 241 is recommended.

1.	ANT 210	General Anthropology 3
	ANT 220	Cultural Anthropology 3
2.	ECO 151	Survey of Economics 3
	ECO 251	Prin of Microeconomics 3
	ECO 252	Prin of Macroeconomics 3
3.	HIS 115	Intro to Global History 3
	HIS 121	Western Civilization I 3
	HIS 122	Western Civilization II 3
	HIS 131	American History I 3
	HIS 132	American History II 3
4.	POL 110	Intro to Political Science 3
	POL 120	American Government 3
	POL 210	Comparative Government 3
	POL 220	International Relations 3
5.	PSY 150	General Psychology 3
	PSY 241	Developmental Psych 3
	PSY 281	Abnormal Psychology 3
6.	SOC 210	Introduction to Sociology 3
	SOC 213	Sociology of the Family 3
	SOC 220	Social Problems 3
	SOC 230	Race and Ethnic Relations 3
	SOC 240	Social Psychology 3

Natural Sciences/Mathematics ..... 14 SHC
Natural Sciences ..... 8 SHC
One of the following courses is required (4 SHC):

	BIO 110	Principles of Biology 4
		or
	BIO 111	General Biology I 4

Select one of the following (4 SHC):

	CHM 131	Intro to Chemistry 3
		and
	CHM 131A	Intro to Chemistry Lab 1
		or
	CHM 151	General Chemistry I 4
		or
	PHY 110	Conceptual Physics 3
		and
	PHY 110A	Conceptual Physics Lab 1
		or
	PHY 151	College Physics I 4

Math ..... 6 SHC
MAT 141 and 142 are required and have mandatory labs; these labs are electives and are listed in the Other Required Hours section of this program.

	MAT 141	Mathematical Concepts I 3
	MAT 142	Mathematical Concepts II 3

Total General Education Core ..... 44 SHC

OTHER REQUIRED HOURS ..... (20-21 SHC)
One semester hour of credit may be included in a sixty-five semester hour credit associate in arts program. The transfer of the 65th hour is not guaranteed.

- At certain UNC institutions, EDU 216 and EDU 221 (not offered at CFCC) may fulfill major requirements; at a majority of institutions the courses will transfer only as free electives. Students should check with the university for the local transfer policy regarding EDU 216 and EDU 221.
- It is recommended that within the 20 semester hours of "Other Required Hours," pre-education students in Middle Grades Education and Special Education select courses that will help meet the mandated academic (second major) concentration. These courses should be selected in conjunction with the requirements at each university, since available academic (second major) concentrations and their specific requirements differ on each campus. In order to be consistent with NC licensure areas, Middle Grades Education students should select courses from up to two (2) of the following areas: Social Sciences, English, Mathematics, Sciences. (Note: UNC-Asheville students major in an academic area and the selected 20 hours should be in sync with their intended major/program.) Typically offered academic concentrations are biology, English, history, mathematics, and psychology. The following recommended courses in these concentrations may be taken as general education or as "Other Required Hours."

Recommended Courses for Typical Academic Concentrations

Biology
Up to 12 SHC from the following:

	BIO 110	Principles of Biology 4
		or
	BIO 111	General Biology I 4
		and
	BIO 112	General Biology II 4
	BIO 140	Environmental. Biology 3
		and
	BIO 140A	Environmental Biology Lab 1
	CHM 151	General Chemistry I 4
	CHM 152	General ChemistryII 4

English
Up to six (6) hours from the following:

ENG 231	American Literature I 3
ENG 232	American Lit. II 3
ENG 241	British Literature I 3
ENG 242	British Literature II 3
ENG 261	World Literature I 3
ENG 262	World Literature II 3
ENG 272	Southern Literature 3
ENG 273	African-American Literature 3
ENG 274	Literature by Women 3

History
Six (6) hours from the following should be taken as general education:

HIS 121	Western Civilization I	3
	and	
HIS 122	Western Civilization II	3

Six (6) hours from the following should be taken as "other required hours":

HIS 131	American History I	3
	and	
HIS 132	American History II	3

Mathematics
Up to twelve (12) hours from the following:

MAT 151	Statistics I	3
	and	
MAT 151A	Statistics I Lab	1
MAT 172	Precalculus Trig	3
	and	
MAT 172A	Precalculus Trig. Lab	1
	or	
MAT 175	Precalculus	3
	and	
MAT 175A	Precalculus Lab	1
MAT 271	Calculus	4
MAT 272	Calculus II	4

Psychology
Select from the following:

PSY 150	General Psychology	3
PSY 241	Developmental Psychology	3
PSY 263	Educational Psychology	3
PSY 281	Abnormal Psychology	3

Additional hours for the academic concentrations may be selected from the remaining general education core and/or the electives below.

ACA 111	College Student Success (not transferable)	1
ART 264	Digital Photography I	3
ART 265	Digital Photography II	3
COM 250	Public Communication	3
CIS 110	Into to Computers	3
MAT 141A	Mathematical Concepts I	1
MAT 142A	Mathematical Concepts II	1
MAT 171	Precalculus Algebra	3
MAT 171A	Precalculus Algebra Lab	1
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics I	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense-Beginning	1
PED 128	Golf-beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1

Total Semester Hours of Other Required Hours..... 20-21

Total Requirement in Semester Hours..... 64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements.

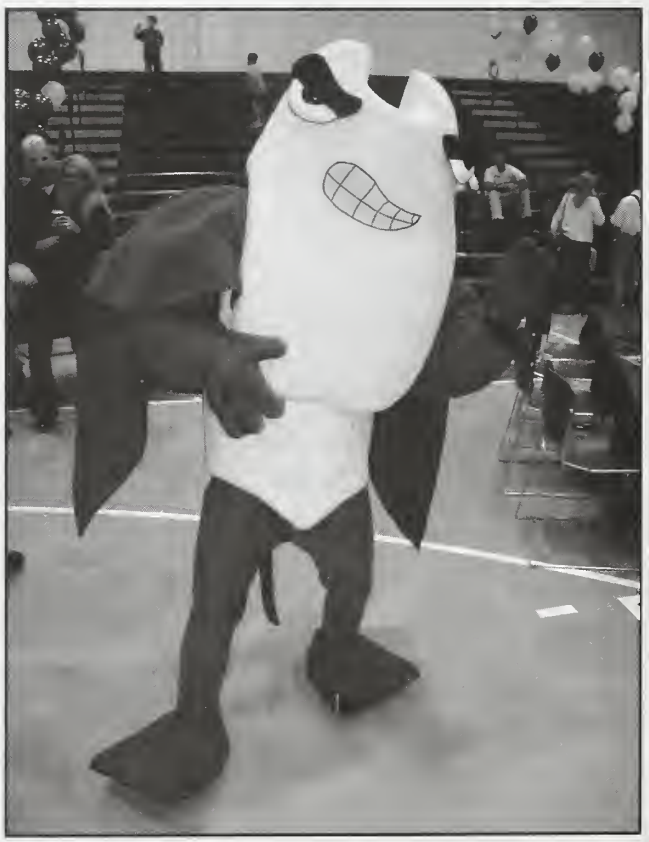
Application to a University:
Admission application deadlines vary; students must meet the deadline for the university to which they plan to transfer. Upon completion of the associate in arts degree, students who meet the requirements outlined in this premajor will be eligible to be considered for admission as junior to the universities offering the baccalaureate degree.

Admission to the Major:
Grade-point average requirements vary and admission is competitive across the several programs in Middle Grades Education and Special Education. Minimum statewide requirements are:

1. Minimum 2.5 grade-point average on a 4.0 scale
2. Satisfactory passing scores as established by the State Board of Education on PRAXIS—PPST-Reading; PPST-Writing; PPST-Math.

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the

Recommended Courses: One foreign language, PED 110, and PSY 241.



Political Science

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The *Political Science* premajor is designed for students who plan to pursue a Bachelor of Arts Degree in Political Science. Students who successfully complete this program and who meet admissions requirements at the receiving institution, will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in Political Science: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, and WSSU.

Semester Hours Credit

GENERAL EDUCATION CORE .....(44 SHC)

English Composition..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts..... 9 SHC
Select three courses from at least two of the following areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. One course must be a literature course.

One foreign language sequence is recommended: SPA 111 and SPA 112, or, GER 111 and GER 112, or, FRE 111 and FRE 112.

1.	ART 111	Art Appreciation	3
	ART 114	Art History Survey I	3
	ART 115	Art History Survey II	3
	ART 116	Survey of American Art	3
	ART 117	Non-Western Art History	3
2.	DRA 111	Theatre Appreciation	3
	DRA 122	Oral Interpretation	3
	DRA 126	Storytelling	3
	DRA 211	Theatre History I	3
	DRA 212	Theatre History II	3
3.	ENG 131	Introduction to Literature	3
	ENG 231	American Literature I	3
	ENG 232	American Literature II	3
	ENG 233	Major American Writers	3
	ENG 241	British Literature I	3
	ENG 242	British Literature II	3
	ENG 251	Western World Literature I	3
	ENG 252	Western World Literature II	3
	ENG 261	World Literature I	3
	ENG 262	World Literature II	3
4.	FRE 111	Elementary French I	3
	FRE 112	Elementary French II	3
	FRE 211	Intermediate French I	3
	FRE 212	Intermediate French II	3
	GER 111	Elementary German I	3
	GER 112	Elementary German II	3
	GER 211	Intermediate German I	3
	GER 212	Intermediate German II	3
	SPA 111	Elementary Spanish I	3
	SPA 112	Elementary Spanish II	3
	SPA 211	Intermediate Spanish I	3
	SPA 212	Intermediate Spanish II	3
5.	HUM 110	Technology and Society	3
	HUM 115	Critical Thinking	3
	HUM 130	Myth in Human Culture	3
	HUM 160	Introduction to Film	3
	HUM 161	Advanced Film Studies	3
	HUM 220	Human Values and Meaning	3
6.	MUS 110	Music Appreciation	3
	MUS 112	Introduction to Jazz	3
	MUS 113	American Music	3
	MUS 114	Non-Western Music	3
7.	PHI 210	History of Philosophy	3
	PHI 215	Philosophical Issues	3
	PHI 220	Western Philosophy I	3
	PHI 221	Western Philosophy II	3
	PHI 230	Introduction to Logic	3
	PHI 240	Introduction to Ethics	3
8.	REL 110	World Religions	3
	REL 111	Eastern Religions	3
	REL 112	Western Religions	3
	REL 211	Intro to Old Testament	3
	REL 212	Intro to New Testament	3
	REL 221	Religion in America	3

Speech/Communication..... 3 SHC
COM 110 or **COM 231** is recommended.

COM 110	Intro to Communication	3
	or	
COM 120	Interpersonal Communication	3
	or	
COM 231	Public Speaking	3

Social/Behavioral Sciences ..... 12 SHC
Select four courses from at least three of the following areas: anthropology, economics, history, political science, psychology, and sociology. HIS 121 is required. ECO 151, ECO 251, ECO 252, PSY 150, SOC 210, and SOC 220 are among the recommended courses to satisfy the requirement.

1.	ANT 210	General Anthropology 3
	ANT 220	Cultural Anthropology 3
2.	ECO 151	Survey of Economics 3
	ECO 251	Prin of Microeconomics 3
	ECO 252	Prin of Macroeconomics 3
3.	HIS 121	Western Civilization I 3
4.	PSY 150	General Psychology 3
	PSY 241	Developmental Psychology 3
	PSY 281	Abnormal Psychology 3
5.	SOC 210	Introduction to Sociology 3
	SOC 213	Sociology of the Family 3
	SOC 220	Social Problems 3
	SOC 230	Race and Ethnic Relations 3
	SOC 240	Social Psychology 3

Natural Sciences/Mathematics ..... 14 SHC
Natural Sciences ..... 8 SHC
Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines. Reminder: BIO 140, CHM 131, and PHY 110 have mandatory labs.

1.	BIO 110	Principles of Biology 4
	BIO 111	General Biology I 4
	BIO 112	General Biology II 4
	BIO 140	Environmental Biology 3
	BIO 140A	Environmental Biology Lab 1
2.	CHM 131	Intro to Chemistry 3
	CHM 131A	Intro to Chemistry Lab 1
	CHM 132	Organic and Biochemistry 4
	CHM 151	General Chemistry I 4
	CHM 152	General Chemistry II 4
3.	GEL 113	Historical Geology 4
	GEL 120	Physical Geology 4
	GEL 230	Environmental Geology 4
5.	PHY 110	Conceptual Physics 3
	PHY 110A	Conceptual Physics Lab 1
	PHY 151	College Physics I 4
	PHY 152	College Physics II 4
	PHY 251	General Physics I 4
	PHY 252	General Physics II 4

Math. ..... 6 SHC
Two courses are required. Select one or two courses from List I below or select the second course from List II below. CIS 110 is recommended to satisfy the second math requirement. Reminder: Students may not take any of these combinations: MAT 161/171 or MAT 161 or 171/MAT 175 or MAT 172/175.

The following courses have mandatory labs: MAT 140, 151, 161, 165, 171, 172, 175, and 263. These labs are electives and are listed in the Other Required Hours section of this program.

List I

MAT 140	Survey of Mathematics	3
MAT 161	College Algebra	3
MAT 165	Finite Mathematics	3
MAT 171	Precalculus Algebra	3
MAT 172	Precalculus Trigonometry	3
MAT 175	Precalculus	4
MAT 263	Brief Calculus	3
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4

List II

CIS 110	Introduction to Computers	3
MAT 151	Statistics I	3

Total General Education Core ..... 44 SHC

OTHER REQUIRED HOURS ..... (20-21 SHC)
The following course is required (3 SHC):
POL 120 American Government 3

Seventeen (17) hours may be selected from the remaining general education core and/or the transfer course below. The following courses are recommended: HIS 122, HIS 131, HIS 132, POL 210 and POL 220.

ACA 111	College Student Success (not transferable)	1
ART 121	Design I	3
ART 122	Design II	3
ART 131	Drawing I	3
ART 132	Drawing II	3
ART 171	Computer Art I	3
ART 240	Painting I	3
ART 261	Photography I	3
ART 264	Digital Photography I	3
ART 265	Digital Photography II	3
ART 283	Ceramics I	3
BUS 115	Business Law I	3
CIS 115	Intro to Programming and Logic	3
CJC 111	Intro to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
DRA 170	Play Production I	3
DRA 171	Play Production II	3
EDU 216	Foundations in Education	4
ENG 125	Creative Writing I	3
ENG 126	Creative Writing II	3
ENG 272	Southern Literature	3
ENG 273	African-American Literature	3
ENG 274	Literature by Women	3
HIS 115	Intro to Global History	3
HIS 116	Current World Problems	3
HIS 122	Western Civilization II	3
HIS 131	American History I	3
HIS 132	American History II	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
MAT 140A	Survey of Mathematics Lab	1

MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 165A	Finite Math Lab	3
MAT 171A	Precalculus Algebra Lab	1
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263A	Brief Calculus Lab	1
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics I	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense--Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
POL 110	Intro to Political Science	3
POL 210	Comparative Government	3
POL 220	International Relations	3
PSY 259	Human Sexuality	3
PSY 263	Educational Psychology	3
SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 242	Sociology of Deviance	3

Total Semester Hours of Other Required Hours..... 20-21

Total Requirement in Semester Hours..... .64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Recommended Courses: FRE 111 and FRE 112, or, SPA 111 and SPA 112; COM 110 or COM 231; CIS 110; HIS 122, HIS 131, and HIS 132;
POL 210 and POL 220.

Other Recommended Courses (three courses from two discipline areas):
a. ECO 151, 251, or 252
b. PSY 150
c. SOC 210 or 220

Psychology

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The Psychology premajor is designed for students who plan to pursue a Bachelor of Arts Degree in Psychology. Students who successfully complete this program and who meet admissions requirements at the receiving institution, will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in Psychology: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, and WSSU.

Semester Hours Credit

GENERAL EDUCATION CORE .....(44 SHC)

English Composition..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts..... 9 SHC
Select three courses from at least two of the following areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. One course must be a literature course.

One foreign language is recommended.

1.	ART 111	Art Appreciation	3
	ART 114	Art History Survey I	3
	ART 115	Art History Survey II	3
	ART 116	Survey of American Art	3
	ART 117	Non-Western Art History	3
2.	DRA 111	Theatre Appreciation	3
	DRA 122	Oral Interpretation	3
	DRA 126	Storytelling	3
	DRA 211	Theatre History I	3
	DRA 212	Theatre History II	3

3.	ENG 131	Introduction to Literature	3
	ENG 231	American Literature I	3
	ENG 232	American Literature II	3
	ENG 233	Major American Writers	3
	ENG 241	British Literature I	3
	ENG 242	British Literature II	3
	ENG 251	Western World Literature I	3
	ENG 252	Western World Literature II	3
	ENG 261	World Literature I	3
	ENG 262	World Literature II	3
4.	FRE 111	Elementary French I	3
	FRE 112	Elementary French II	3
	FRE 211	Intermediate French I	3
	FRE 212	Intermediate French II	3
	GER 111	Elementary German I	3
	GER 112	Elementary German II	3
	GER 211	Intermediate German I	3
	GER 212	Intermediate German II	3
	SPA 111	Elementary Spanish I	3
	SPA 112	Elementary Spanish II	3
	SPA 211	Intermediate Spanish I	3
	SPA 212	Intermediate Spanish II	3
5.	HUM 110	Technology and Society	3
	HUM 115	Critical Thinking	3
	HUM 130	Myth in Human Culture	3
	HUM 160	Introduction to Film	3
	HUM 161	Advanced Film Studies	3
	HUM 220	Human Values and Meaning	3
6.	MUS 110	Music Appreciation	3
	MUS 112	Introduction to Jazz	3
	MUS 113	American Music	3
	MUS 114	Non-Western Music	3
7.	PHI 210	History of Philosophy	3
	PHI 215	Philosophical Issues	3
	PHI 220	Western Philosophy I	3
	PHI 221	Western Philosophy II	3
	PHI 230	Introduction to Logic	3
	PHI 240	Introduction to Ethics	3
8.	REL 110	World Religions	3
	REL 111	Eastern Religions	3
	REL 112	Western Religions	3
	REL 211	Intro to Old Testament	3
	REL 212	Intro to New Testament	3
	REL 221	Religion in America	3

Speech/Communication ..... 3 SHC

COM 110	Intro to Communication	3
	or	
COM 120	Interpersonal Communication	3
	or	
COM 231	Public Speaking	3

Social/Behavioral Sciences ..... 12 SHC

Select four courses from at least three of the following areas: anthropology, economics, history, political science, psychology, and sociology. One course must be a history course. PSY 150 and PSY 241 are required.

1.	ANT 210	General Anthropology	3
	ANT 220	Cultural Anthropology	3
2.	ECO 151	Survey of Economics	3
	ECO 251	Prin of Microeconomics	3
	ECO 252	Prin of Macroeconomics	3
3.	HIS 115	Intro to Global History	3
	HIS 121	Western Civilization I	3
	HIS 122	Western Civilization II	3
	HIS 131	American History I	3
	HIS 132	American History II	3
4.	POL 110	Intro to Political Science	3
	POL 120	American Government	3
	POL 210	Comparative Government	3
	POL 220	International Relations	3
5.	PSY 150	General Psychology	3
	PSY 241	Developmental Psychology	3
6.	SOC 210	Introduction to Sociology	3
	SOC 213	Sociology of the Family	3
	SOC 220	Social Problems	3
	SOC 230	Race and Ethnic Relations	3
	SOC 240	Social Psychology	3

Natural Sciences/Mathematics ..... 14 SHC

Natural Sciences ..... 8 SHC

Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines. BIO 111 is required. Reminder: BIO 140, CHM 131, and PHY 110 have mandatory labs.

1.	BIO 111	General Biology I	4
	BIO 112	General Biology II	4
	BIO 140	Environmental Biology	3
	BIO 140A	Environmental Biology Lab	1
2.	CHM 131	Intro to Chemistry	3
	CHM 131A	Intro to Chemistry Lab	1
	CHM 132	Organic and Biochemistry	4
	CHM 151	General Chemistry I	4
	CHM 152	General Chemistry II	4
3.	GEL 113	Historical Geology	4
	GEL 120	Physical Geology	4
	GEL 230	Environmental Geology	4
5.	PHY 110	Conceptual Physics	3
	PHY 110A	Conceptual Physics Lab	1
	PHY 151	College Physics I	4
	PHY 152	College Physics II	4
	PHY 251	General Physics I	4
	PHY 252	General Physics II	4

Math ..... *6 SHC*
Two courses are required. Select one or two courses from List I below or select the second course from List II below. Reminder: Students may not take any of these combinations: MAT 161/171 OR MAT 161 or 171/MAT 175 OR MAT 172/175.

The following courses have mandatory labs: MAT 151, 161, 165, 171, 172, 175, and 263. These labs are electives and are listed in the Other Required Hours section of this program.

List I

MAT 161	College Algebra	3
MAT 165	Finite Mathematics	3
MAT 171	Precalculus Algebra	3
MAT 172	Precalculus Trigonometry	3
MAT 175	Precalculus	4
MAT 263	Brief Calculus	3
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4

List II

CIS 110	Introduction to Computers	3
MAT 151	Statistics I	3

OTHER REQUIRED HOURS (20-21 SHC)
Other required hours should be selected from the pre-major articulation agreements, the remaining general education courses and/or the electives listed below. PED 110 is recommended.

ACA 111	College Student Success (not transferable)	1
ART 121	Design I	3
ART 122	Design II	3
ART 131	Drawing I	3
ART 132	Drawing II	3
ART 171	Computer Art I	3
ART 240	Painting I	3
ART 241	Painting II	3
ART 261	Photography I	3
ART 262	Photography II	3
ART 264	Digital Photography I	3
ART 265	Digital Photography II	3
ART 271	Computer Art II	3
ART 283	Ceramics I	3
ART 284	Ceramics II	3
BUS 115	Business Law I	3
CIS 115	Intro to Programming and Logic	3
CJC 111	Intro to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
DRA 170	Play Production I	3
DRA 171	Play Production II	3
EDU 216	Foundations in Education	4
ENG 125	Creative Writing I	3
ENG 126	Creative Writing II	3
ENG 132	Introduction to Drama	3
ENG 133	Introduction to the Novel	3
ENG 272	Southern Literature	3
ENG 273	African-American Literature	3
ENG 274	Literature by Women	3
HIS 116	Current World Problems	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
JOU 110	Intro to Journalism	3
MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 165A	Finite Math Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263A	Brief Calculus Lab	1
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics I	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense--Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
PSY 259	Human Sexuality	3
PSY 263	Educational Psychology	3
PSY 281	Abnormal Psychology	3
SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 242	Sociology of Deviance	3

Total Semester Hours of Other Required Hours..... 20-21

Total Requirement in Semester Hours..... 64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Recommended Courses: One foreign language; MAT 171 and MAT 171A; MAT 151 and MAT 151A; and PED 110.

Social Work

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The Social Work premajor is designed for students who plan to pursue a Bachelor of Arts Degree in Social Work. Students who successfully complete this program and who meet admissions requirements at the receiving institution will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in Social Work: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, and WCU, and WSSU.

GENERAL EDUCATION CORE (44 SHC)

English Composition ..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts ..... 9 SHC
Select three courses from at least two of the following areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. One course must be a literature course. One foreign language is recommended.

1.	ART 111	Art Appreciation	3
	ART 114	Art History Survey I	3
	ART 115	Art History Survey II	3
	ART 116	Survey of American Art	3
	ART 117	Non-Western Art History	3
2.	DRA 111	Theatre Appreciation	3
	DRA 122	Oral Interpretation	3
	DRA 126	Storytelling	3
	DRA 211	Theatre History I	3
	DRA 212	Theatre History II	3
3.	ENG 131	Introduction to Literature	3
	ENG 231	American Literature I	3
	ENG 232	American Literature II	3
	ENG 233	Major American Writers	3
	ENG 241	British Literature I	3
	ENG 242	British Literature II	3
	ENG 251	Western World Literature I	3
	ENG 252	Western World Literature II	3
	ENG 261	World Literature I	3
	ENG 262	World Literature II	3
4.	FRE 111	Elementary French I	3
	FRE 112	Elementary French II	3
	FRE 211	Intermediate French I	3
	FRE 212	Intermediate French II	3
	GER 111	Elementary German I	3
	GER 112	Elementary German II	3
	GER 211	Intermediate German I	3
	GER 212	Intermediate German II	3
	SPA 111	Elementary Spanish I	3
	SPA 112	Elementary Spanish II	3
	SPA 211	Intermediate Spanish 1	3
	SPA 212	Intermediate Spanish II	3
5.	HUM 110	Technology and Society	3
	HUM 115	Critical Thinking	3
	HUM 130	Myth in Human Culture	3
	HUM 160	Introduction to Film	3
	HUM 161	Advanced Film Studies	3
	HUM 220	Human Values and Meaning	3
6.	MUS 110	Music Appreciation	3
	MUS 112	Introduction to Jazz	3
	MUS 113	American Music	3
	MUS 114	Non-Western Music	3
7.	PHI 210	History of Philosophy	3
	PHI 215	Philosophical Issues	3
	PHI 220	Western Philosophy I	3
	PHI 221	Western Philosophy II	3
	PHI 230	Introduction to Logic	3
	PHI 240	Introduction to Ethics	3
8.	REL 110	World Religions	3
	REL 111	Eastern Religions	3
	REL 112	Western Religions	3
	REL 211	Intro to Old Testament	3
	REL 212	Intro to New Testament	3
	REL 221	Religion in America	3

Speech/Communication ..... 3 SHC
COM 231 *is recommended.*

COM 110	Intro to Communication	3
	or	
COM 120	Interpersonal Communication	3
	or	
COM 231	Public Speaking	3

Social/Behavioral Sciences ..... 12 SHC
Four courses from at least three discipline areas are required.

One course must be a history course. HIS 121 or HIS 131 is recommended.

HIS 115	Intro to Global History	3
HIS 121	Western Civilization I	3
HIS 122	Western Civilization II	3
HIS 131	American History I	3
HIS 132	American History II	3

The following courses are required:

POL 120	American Government	3
PSY 150	General Psychology	3
SOC 210	Introduction to Sociology	3

Natural Sciences/Mathematics ..... 14 SHC
Natural Sciences ..... 8 SHC
Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines. BIO 110, or, BIO 111 and BIO 112 are recommended. Reminder: BIO 140, CHM 131, and PHY 110 have mandatory labs.

1.	BIO 110	Principles of Biology	4
	BIO 111	General Biology I	4
	BIO 112	General Biology II	4
	BIO 140	Environmental Biology	3
	BIO 140A	Environmental Biology Lab	1
2.	CHM 131	Intro to Chemistry	3
	CHM 131A	Intro to Chemistry Lab	1
	CHM 132	Organic and Biochemistry	3
	CHM 151	General Chemistry I	4
	CHM 152	General Chemistry II	4
4.	GEL 113	Historical Geology	4
	GEL 120	Physical Geology	4
	GEL 230	Environmental Geology	4
5.	PHY 110	Conceptual Physics	3
	PHY 110A	Conceptual Physics Lab	1
	PHY 151	College Physics I	4
	PHY 152	College Physics II	4
	PHY 251	General Physics I	4
	PHY 252	General Physics II	4

Math ..... 6 SHC
Two courses are required. Select one or two courses from List I below or select the second course from List II below. The recommended course from List I is MAT 161 or MAT 171. CIS 110 or MAT 151 is recommended to satisfy the second math requirement. Reminder: Students may not take any of these combinations: MAT 161/171 or MAT 161 or 171/MAT 175 or MAT 172/175.

The following courses have mandatory labs: MAT 151, 161, 165, 171, 172, 175, and 263. These labs are electives and are listed in the Other Required Hours section of this program.

List I

MAT 161	College Algebra	3
MAT 165	Finite Mathematics	3
MAT 171	Precalculus Algebra	3
MAT 172	Precalculus Trigonometry	3
MAT 175	Precalculus	4
MAT 263	Brief Calculus	3
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4

List II

CIS 110	Introduction to Computers	3
MAT 151	Statistics I	3

Total General Education Core ..... 44 SHC

OTHER REQUIRED HOURS (20-21 SHC)
Other required hours should be selected from electives listed below. The following courses are recommended: **ANT 210**; **ECO 151** or **251**; **HIS 115**, **122**, or **132**; **PED 110**; **PSY 241**; and **PSY 281**.

ACA 111	College Student Success (not transferable)	1
ANT 210	General Anthropology	3
ANT 220	Cultural Anthropology	3
ECO 151	Survey of Economics	3
ECO 251	Prin of Microeconomics	3
ECO 252	Prin of Macroeconomics	3
ENG 272	Southern Literature	3
HIS 115	Intro to Global History	3
HIS 116	Current World Problems	3
HIS 122	Western Civilization II	3
HIS 132	American History II	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
HUM 115	Critical Thinking	3
MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 165A	Finite Math Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263A	Brief Calculus Lab	1
PED 110	Fit and Well for Life	2
PED 113	Aerobics	1
PED 115	Step Aerobics	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense –Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
POL 110	Intro to Political Science	3
POL 210	Intro to Political Science	3
PSY 241	Developmental Psychology	3
PSY 259	Human Sexuality	3
PSY 263	Educational Psychology	3
PSY 281	Abnormal Psychology	3
SOC 213	Sociology of the Family	3
SOC 220	Social Problems	3
SOC 230	Race and Ethnic Relations	3
SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 240	Social Psychology	3
SOC 242	Sociology of Deviance	3

Total Semester Hours of Other Required Hours 20-21

Total Requirement in Semester Hours 64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Recommended Courses: One foreign language; ANT 210; BIO 111 and BIO 112; COM 231; ECO 151 or ECO 251; HIS 121 or 131; HIS 115, 122, or 132; MAT 151 or CIS 110; PED 110; PSY 241; and PSY 281.

Sociology

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The *Sociology* premajor is designed for students who plan to pursue a Bachelor of Arts Degree in Sociology. Students who successfully complete this program and who meet admissions requirements at the receiving institution, will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in Sociology: ASU, ECU, ECSU, FSU, NCA&T, NCCU, NCSU, UNC-A, UNC-CH, UNC-C, UNC-G, UNC-P, UNC-W, WCU, and WSSU.

Semester Hours Credit

GENERAL EDUCATION CORE ..... (44 SHC)

English Composition ..... 6 SHC
English 112 is a recommended course.

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts ..... 9 SHC
Select three courses from at least two of the following areas: art, drama, foreign languages, interdisciplinary humanities, literature, music, philosophy, and religion. One course must be a literature course. One foreign language is recommended.

1. ART 111	Art Appreciation	3
ART 114	Art History Survey I	3
ART 115	Art History Survey II	3
ART 116	Survey of American Art	3
ART 117	Non-Western Art History	3
2. DRA 111	Theatre Appreciation	3
DRA 122	Oral Interpretation	3
DRA 126	Storytelling	3
DRA 211	Theatre History I	3
DRA 212	Theatre History II	3
3. ENG 131	Introduction to Literature	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 233	Major American Writers	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
ENG 251	Western World Literature I	3
ENG 252	Western World Literature II	3
ENG 261	World Literature I	3
ENG 262	World Literature II	3
4. FRE 111	Elementary French I	3
FRE 112	Elementary French II	3
FRE 211	Intermediate French I	3
FRE 212	Intermediate French II	3
GER 111	Elementary German I	3
GER 112	Elementary German II	3
GER 211	Intermediate German I	3
GER 212	Intermediate German II	3
SPA 111	Elementary Spanish I	3
SPA 112	Elementary Spanish II	3
SPA 211	Intermediate Spanish I	3
SPA 212	Intermediate Spanish II	3
5. HUM 110	Technology and Society	3
HUM 115	Critical Thinking	3
HUM 130	Myth in Human Culture	3
HUM 160	Introduction to Film	3
HUM 161	Advanced Film Studies	3
HUM 220	Human Values and Meaning	3
6. MUS 110	Music Appreciation	3
MUS 112	Introduction to Jazz	3
MUS 113	American Music	3
MUS 114	Non-Western Music	3
7. PHI 210	History of Philosophy	3
PHI 215	Philosophical Issues	3
PHI 220	Western Philosophy I	3
PHI 221	Western Philosophy II	3
PHI 230	Introduction to Logic	3
PHI 240	Introduction to Ethics	3
8. REL 110	World Religions	3
REL 111	Eastern Religions	3
REL 112	Western Religions	3
REL 211	Intro to Old Testament	3
REL 212	Intro to New Testament	3
REL 221	Religion in America	3

Speech/Communication ..... 3 SHC

COM 110	Intro to Communication	3
	or	
COM 120	Interpersonal Communication	3
	or	
COM 231	Public Speaking	3

Social/Behavioral Sciences ..... 12 SHC
Four courses from three discipline areas are required. *One course must be a history course. **HIS 121** is recommended.*

HIS 115	Intro to Global History	3
HIS 121	Western Civilization I	3
HIS 122	Western Civilization II	3
HIS 131	American History I	3
HIS 132	American History II	3

The following courses are required:

SOC 210	Introduction to Sociology	3
SOC 220	Social Problems	3

*One course from the following discipline areas is required (**POL120** is recommended.)*: anthropology, economics, political science, and psychology.

1.	ANT 210	General Anthropology	3
	ANT 220	Cultural Anthropology	3
2.	ECO 151	Survey of Economics	3
	ECO 251	Prin of Microeconomics	3
	ECO 252	Prin of Macroeconomics	3
3.	POL 110	Intro to Political Science	3
	POL 120	American Government	3
	POL 210	Comparative Government	3
	POL 220	International Relations	3
4.	PSY 150	General Psychology	3
	PSY 241	Developmental Psychology	3
	PSY 281	Abnormal Psychology	3

Natural Sciences/Mathematics ..... 14 SHC
Natural Sciences ..... 8 SHC
Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines. Reminder: BIO 140, CHM 131 and PHY 110 have mandatory labs.

1.	BIO 110	Principles of Biology	4
	BIO 111	General Biology I	4
	BIO 112	General Biology II	4
	BIO 140	Environmental Biology	3
	BIO 140A	Environmental Biology Lab	1
2.	CHM 131	Intro to Chemistry	3
	CHM 131A	Intro to Chemistry Lab	1
	CHM 132	Organic and Biochemistry	4
	CHM 151	General Chemistry I	4
	CHM 152	General Chemistry II	4
3.	GEL 113	Historical Geology	4
	GEL 120	Physical Geology	4
	GEL 230	Environmental Geology	4
4.	PHY 110	Conceptual Physics	3
	PHY 110A	Conceptual Physics Lab	1
	PHY 151	College Physics I	4
	PHY 152	College Physics II	4
	PHY 251	General Physics I	4
	PHY 252	General Physics II	4

Math ..... 6 SHC
Two courses are required. Select one or two courses from List I below or select the second course from List II below. MAT 151 is recommended to satisfy the second math requirement. Reminder: Students may not take any of these combinations: MAT 161/171 OR MAT 161 or 171/MAT 175 OR MAT 172/175.

The following courses have mandatory labs: MAT 151, 161, 165, 171, 172, 175, and 263. These labs are electives and are listed in the Other Required Hours section of this program.

List I

MAT 161	College Algebra	3
MAT 165	Finite Mathematics	3
MAT 171	Precalculus Algebra	3
MAT 172	Precalculus Trigonometry	3
MAT 175	Precalculus	4
MAT 263	Brief Calculus	3
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4

List II

CIS 110	Introduction to Computers	3
MAT 151	Statistics I	3

Total General Education Core ..... 44 SHC

OTHER REQUIRED HOURS (20-21 SHC)
Other required hours may be selected from the remaining general education core and/or the electives below. ECO 151 or ECO 251 is required (listed in the general education core above). The following courses are recommended: HIS 122, HIS 131, HIS 132, PED 110, and SOC 213 or 240.

ACA 111	College Student Success (not transferable)	1
ART 121	Design I	3
ART 122	Design II	3
ART 131	Drawing I	3
ART 132	Drawing II	3
ART 171	Computer Art I	3
ART 240	Painting I	3
ART 241	Painting II	3
ART 261	Photography I	3
ART 262	Photography II	3
ART 271	Computer Art II	3
ART 283	Ceramics I	3
ART 284	Ceramics II	3
BUS 115	Business Law I	3
CIS 115	Intro to Programming and Logic	3
CJC 111	Intro to Criminal Justice	3
CJC 121	Law Enforcement Operations	3
CJC 141	Corrections	3
DRA 170	Play Production I	3
DRA 171	Play Production II	3
EDU 216	Foundations in Education	4
ENG 125	Creative Writing I	3
ENG 126	Creative Writing II	3
ENG 272	Southern Literature	3
ENG 273	African-American Literature	3
ENG 274	Literature by Women	3
HIS 116	Current World Problems	3
HIS 122	Western Civilization II	3

HIS 131	American History I	3
HIS 132	American History II	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 165A	Finite Math Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263A	Brief Calculcus Lab	1
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics I	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense--Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
PSY 259	Human Sexuality	3
PSY 263	Educational Psychology	3
SOC 213	Sociology of the Family	3
SOC 230	Race and Ethnic Relations	3
SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 240	Social Psychology	3
SOC 242	Sociology of Deviance	3

Total Semester Hours of Other Required Hours..... 20-21

Total Requirement in Semester Hours..... 64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Recommended Courses: ENG 112; one foreign language; HIS 121; HIS 122; HIS 131; HIS 132; MAT 151 and MAT 151A; PED 110; POL 120; and SOC 213 or SOC 240.

Speech/Communication

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The Speech/Communication premajor is designed for students who plan to pursue a Bachelor of Arts Degree in Speech/Communication. Students who successfully complete this program and who meet admissions requirements at the receiving institution, will be eligible to transfer to UNC institutions and some private senior institutions in North Carolina as juniors. The following UNC institutions offer a baccalaureate degree in Speech/Communication: ASU, ECU, NCSU, UNC-C, UNC-G, and UNC-W.

Semester Hours Credit

GENERAL EDUCATION CORE .....(44 SHC)

English Composition..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts..... 12 SHC
Four courses from at least three discipline areas are required.

One course must be a literature course.

ENG 131	Introduction to Literature	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 233	Major American Writers	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
ENG 251	Western World Literature I	3
ENG 252	Western World Literature II	3
ENG 261	World Literature I	3
ENG 262	World Literature II	3

The following course is required to substitute for 3 SHC in Humanities/Fine Arts:

COM 110	Intro to Communication	3

Two additional courses from the following discipline areas are required: art, drama, foreign languages, interdisciplinary humanities, music, philosophy, and religion.
DRA 122 and HUM 160 are recommended.

1.	ART 111	Art Appreciation 3
	ART 114	Art History Survey I 3
	ART 115	Art History Survey II 3
	ART 116	Survey of American Art 3
	ART 117	Non-Western Art History 3
2.	DRA 111	Theatre Appreciation 3
	DRA 122	Oral Interpretation 3
	DRA 126	Storytelling 3
	DRA 211	Theatre History I 3
	DRA 212	Theatre History II 3
3.	FRE 111	Elementary French I 3
	FRE 112	Elementary French II 3
	FRE 211	Intermediate French I 3
	FRE 212	Intermediate French II 3
	GER 111	Elementary German I 3
	GER 112	Elementary German II 3
	GER 211	Intermediate German I 3
	GER 212	Intermediate German II 3
	SPA 111	Elementary Spanish I 3
	SPA 112	Elementary Spanish II 3
	SPA 211	Intermediate Spanish I 3
	SPA 212	Intermediate Spanish II 3
4.	HUM 110	Technology and Society 3
	HUM 115	Critical Thinking 3
	HUM 130	Myth in Human Culture 3
	HUM 160	Introduction to Film 3
	HUM 161	Advanced Film Studies 3
	HUM 220	Human Values and Meaning 3
5.	MUS 110	Music Appreciation 3
	MUS 112	Introduction to Jazz 3
	MUS 113	American Music 3
	MUS 114	Non-Western Music 3
6.	PHI 210	History of Philosophy 3
	PHI 215	Philosophical Issues 3
	PHI 220	Western Philosophy I 3
	PHI 221	Western Philosophy II 3
	PHI 230	Introduction to Logic 3
	PHI 240	Introduction to Ethics 3
7.	REL 110	World Religions 3
	REL 111	Eastern Religions 3
	REL 112	Western Religions 3
	REL 211	Intro to Old Testament 3
	REL 212	Intro to New Testament 3
	REL 221	Religion in America 3

Social/Behavioral Sciences ..... 12 SHC
Select four courses from at least three of the following areas: anthropology, economics, history, political science, psychology, and sociology. One course must be a history course. ANT 210 and SOC 210 are recommended. PSY 150 is required.

1.	ANT 210	General Anthropology 3
	ANT 220	Cultural Anthropology 3
2.	ECO 151	Survey of Economics 3
	ECO 251	Prin of Microeconomics 3
	ECO 252	Prin of Macroeconomics 3
3.	HIS 115	Intro to Global History 3
	HIS 121	Western Civilization I 3
	HIS 122	Western Civilization II 3
	HIS 131	American History I 3
	HIS 132	American History II 3
4.	POL 110	Intro to Political Science 3
	POL 120	American Government 3
	POL 210	Comparative Government 3
	POL 220	International Relations 3
5.	PSY 150	General Psychology 3
	PSY 241	Developmental Psychology 3
	PSY 281	Abnormal Psychology 3
6.	SOC 210	Introduction to Sociology 3
	SOC 213	Sociology of the Family 3
	SOC 220	Social Problems 3
	SOC 230	Race and Ethnic Relations 3
	SOC 240	Social Psychology 3

Natural Sciences/Mathematics ..... 14 SHC
Natural Sciences ..... 8 SHC
Select two courses, including accompanying laboratory work, from the biological and/or physical science disciplines.
BIO 140, CHM 131, and PHY 110 have mandatory labs.

1.	BIO 110	Principles of Biology 4
	BIO 111	General Biology I 4
	BIO 112	General Biology II 4
	BIO 140	Environmental Biology 3
	BIO 140A	Environmental Biology 1
2.	CHM 131	Intro to Chemistry 3
	CHM 131A	Intro to Chemistry Lab 1
	CHM 132	Organic and Biochemistry 4
	CHM 151	General Chemistry I 4
	CHM 152	General Chemistry II 4
4.	GEL 113	Historical Geology 4
	GEL 120	Physical Geology 4
	GEL 230	Environmental Geology 4
5.	PHY 110	Conceptual Physics 3
	PHY 110A	Conceptual Physics Lab 1
	PHY 151	College Physics I 4
	PHY 152	College Physics II 4
	PHY 251	General Physics I 4
	PHY 252	General Physics II 4

Math ..... *6 SHC*
Two courses are required. Select at least one course in introductory mathematics. Reminder: MAT 140, 161, 171, and 175 have mandatory labs; these labs are electives and are listed in the Other Required Hours section of this program. CIS 110 is the second math requirement.

Introductory Math Courses

1. MAT 140	Survey of Mathematics	3
MAT 161	College Algebra	3
MAT 171	Precalculus Algebra	3
MAT 175	Precalculus	4

Non-Introductory Math Course

2. CIS 110	Introduction to Computers	3

Total General Education Core ..... 44 SHC

OTHER REQUIRED HOURS (20-21 SHC)
The following courses are required (9 SHC):

COM 111	Voice and Diction I	3
COM 120	Interpersonal Communication	3
COM 231	Public Speaking	3

Eleven (11) hours may be selected from the remaining general education core and/or the electives below. DRA 130 and PED 110 are recommended. Students who plan to take additional math courses may not take the following combinations: MAT 161/171 or MAT 161 or 171/MAT 175 or MAT 172/175.

ACA 111	College Student Success (not transferable)	1
ART 121	Design I	3
ART 122	Design II	3
ART 131	Drawing I	3
ART 132	Drawing II	3
ART 171	Computer Art I	3
ART 240	Painting I	3
ART 241	Painting II	3
ART 261	Photography I	3
ART 262	Photography II	3
ART 264	Digital Photography I	3
ART 265	Digital Photography II	3
ART 266	Videography I	3
ART 267	Videography II	3
ART 283	Ceramics I	3
ART 284	Ceramics II	3
BUS 115	Business Law I	3
CJC 111	Intro to Criminal Justice	3
COM 140	Intercultural Communication	3
COM 232	Election Rhetoric	3
COM 233	Persuasive Speaking	3
COM 250	Public Communication	3
DRA 130	Acting I	3
DRA 131	Acting II	3
DRA 140	Stagecraft I	3
DRA 141	Stagecraft II	3
DRA 170	Play Production I	3
DRA 171	Play Production II	3
EDU 216	Foundations in Education	4
ENG 125	Creative Writing I	3
ENG 126	Creative Writing II	3
ENG 132	Introduction to Drama	3
ENG 272	Southern Literature	3
ENG 273	African-American Literature	3
ENG 274	Literature by Women	3
HIS 116	Current World Problems	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
JOU 110	Intro to Journalism	3
MAT 140A	Survey of Mathematics Lab	1
MAT 151	Statistics I	3
MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172	Precalculus Trigonometry	3
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263	Brief Calculus	3
MAT 263A	Brief Calculus Lab	1
MAT 271	Calculus I	4
MAT 272	Calculus II	4
MAT 273	Calculus III	4
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics I	1
PED 117	Weight Training I	1
PED 122	Yoga I	1
PED 125	Self-Defense--Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 145	Basketball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PED 170	Backpacking	1
PED 174	Wilderness Pursuits	1
PED 178	In-line Skating	1
PED 179	Roller Skating	1
PED 186	Dancing for Fitness	1
PED 187	Social Dance-Beginning	1
PSY 259	Human Sexuality	3
PSY 263	Educational Psychology	3
SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 242	Sociology of Deviance	3

Total Semester Hours of Other Required Hours..... 20-21

Total Requirement in Semester Hours..... 64-65

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Recommended Courses: ANT 210, DRA 122, DRA 130, HUM 160, PED 110, and SOC 210.

ASSOCIATE IN FINE ARTS PRE-MAJOR
Drama

It is the responsibility of the student to know and to comply with the prerequisites and the corequisites listed in this catalog. If students have previous college credits from other institutions, students are advised to check first with a counselor at the receiving institution (the institution in which they plan to attend upon leaving CFCC). A counselor at the receiving institution should advise students of the courses to take at CFCC if the students have credits from other institutions. Otherwise, students will be encouraged to 1) complete their associate degree, which consists of 64-65 semester hours, or, the general education core, which consists of 44 semester hours; 2) contact their CFCC advisor, register early, and pay their tuition on time; and 3) earn a grade of "C" or higher on the first attempt.

The Drama premajor is designed for students who plan to receive a Bachelor of Fine Arts Degree in Drama. The general education core consists of 28 semester hour credits.

This program enables students to concentrate in one or more of three areas: Acting for the Stage, Acting for Television and Film, and Technical Theatre. Students who wish to concentrate their studies in live theatrical performance should take courses which refine their abilities to communicate on stage. Students whose emphasis is on Television and Film Acting should take courses such as Teleplay Production, Acting for the Camera, and Videography. All students who are considering performance should take DRA 130 (Acting I) and DRA 122 (Oral Interpretation) before they enter classes in their concentration areas. Students who are interested in technical theatre should take courses in Stagecraft, Lighting, Sound Technology, Costuming and Makeup.

While the courses in the Drama premajor are not taught every semester, each course is taught at least once per year. When planning a class schedule, students should consider the frequency of the course offerings.

Since requirements vary, each student should first contact the senior institution of choice to determine the specific requirements of that institution and to determine whether it is better to complete the Drama premajor or the Associate in Arts: General Studies program or the minimum transfer hours of the receiving institution. Some senior institutions offer a Bachelor in Fine Arts degree while others offer a Bachelor in Arts degree. Depending on the institution of choice, some students will not have satisfied the general education core or the basic studies requirements even if the students complete this degree. Before students may enroll in the Theater Department, some institutions require them to audition. Prospective Drama premajors should first be advised by an admissions counselor at the senior institution before they enroll in this program or seek advising from a CFCC counselor or advisor.

Students who successfully complete this program and meet admissions requirements at the receiving institution, will be eligible to transfer to some private senior institutions in North Carolina and to the following UNC institutions as juniors: ASU, ECU, FSU, NCCU, NCSA, UNCA, UNCCH, UNCC, UNCG, and WCU.

Semester Hours Credit

GENERAL EDUCATION CORE .....(28 SHC)

English Composition..... 6 SHC

ENG 111	Expository Writing	3
	and	
ENG 112	Argument-Based Research	3
	or	
ENG 113	Literature-Based Research	3
	or	
ENG 114	Professional Research and Reporting	3

Humanities/Fine Arts..... 3 SHC

Select one of the following literature courses:

ENG 131	Introduction to Literature	3
ENG 231	American Literature I	3
ENG 232	American Literature II	3
ENG 233	Major American Writers	3
ENG 241	British Literature I	3
ENG 242	British Literature II	3
ENG 251	Western World Literature I	3
ENG 252	Western World Literature II	3
ENG 261	World Literature I	3
ENG 262	World Literature II	3

Speech/Communication..... 3 SHC

COM 110	Intro to Communication	3
	or	
COM 120	Interpersonal Communication	3
	or	
COM 231	Public Speaking	3

Social/Behavioral Sciences ..... 9 SHC

Select three courses from three of the following areas: anthropology, economics, history, political science, psychology, and sociology. One course must be a history course. The following course is recommended: PSY 150.

1.	ANT 210	General Anthropology	3
	ANT 220	Cultural Anthropology	3
2.	ECO 151	Survey of Economics	3
	ECO 251	Prin of Microeconomics	3
	ECO 252	Prin of Macroeconomics	3
3.	HIS 115	Intro to Global History	3
	HIS 121	Western Civilization I	3
	HIS 122	Western Civilization II	3
	HIS 131	American History I	3
	HIS 132	American History II	3
4.	POL 110	Intro to Political Science	3
	POL 120	American Government	3
	POL 210	Comparative Government	3
	POL 220	International Relations	3

5. PSY 150 General Psychology 3
   PSY 241 Developmental Psychology 3
   PSY 281 Abnormal Psychology 3

6. SOC 210 Introduction to Sociology 3
   SOC 213 Sociology of the Family 3
   SOC 220 Social Problems 3
   SOC 230 Race and Ethnic Relations 3
   SOC 240 Social Psychology 3

Natural Sciences/Mathematics ..... 7 SHC
Natural Sciences. ..... 4 SHC
Select one course, including accompanying laboratory work, from the biological and/or physical science disciplines. Reminder: BIO 140, CHM 131, and PHY 110 have mandatory labs.

1. BIO 110 Principles of Biology 4
   BIO 111 General Biology I 4
   BIO 140 Environmental Biology 3
   BIO 140A Environmental Biology Lab 1

2. CHM 131 Intro to Chemistry 3
   CHM 131A Intro to Chemistry Lab 1
   CHM 151 General Chemistry I 4

3. GEL 113 Historical Geology 4
   GEL 120 Physical Geology 4
   GEL 230 Environmental Geology 4

4. PHY 110 Conceptual Physics 3
   PHY 110A Conceptual Physics Lab 1
   PHY 151 College Physics I 4
   PHY 251 General Physics I 4

Math ..... 3 SHC
One math is required. If students select a second math as an elective, they may not take any of these combinations: MAT 161/171 or MAT 161 or 171/MAT 175 or MAT 172/175.

The following courses have mandatory labs: MAT 140, 161, 171, and 175. These labs are electives and are listed in the Other Required Hours section of this program.

MAT 140 Survey of Mathematics 3
MAT 161 College Algebra 3
MAT 171 Precalculus Algebra 3
MAT 175 Precalculus 4

OTHER REQUIRED HOURS ..... (36-37 SHC)
The following drama courses are required (14 SHC):
DRA 120 Voice for Performance 3
DRA 130 Acting I 3
DRA 131 Acting II 3
DRA 140 Stagecraft I 3
DRA 145 Stage Make-up 2

Select one of the following play production courses (3 SHC):
DRA 170 Play Production I 3
DRA 171 Play Production II 3
DRA 270 Play Production III 3
DRA 271 Play Production IV 3

Select 6 SHC from the following:
DRA 122 Oral Interpretation 3
DRA 128 Children's Theatre 3
DRA 141 Stagecraft II 3
DRA 142 Costuming 3
DRA 211 Theatre History I 3
DRA 212 Theatre History II 3
DRA 260 Directing 3

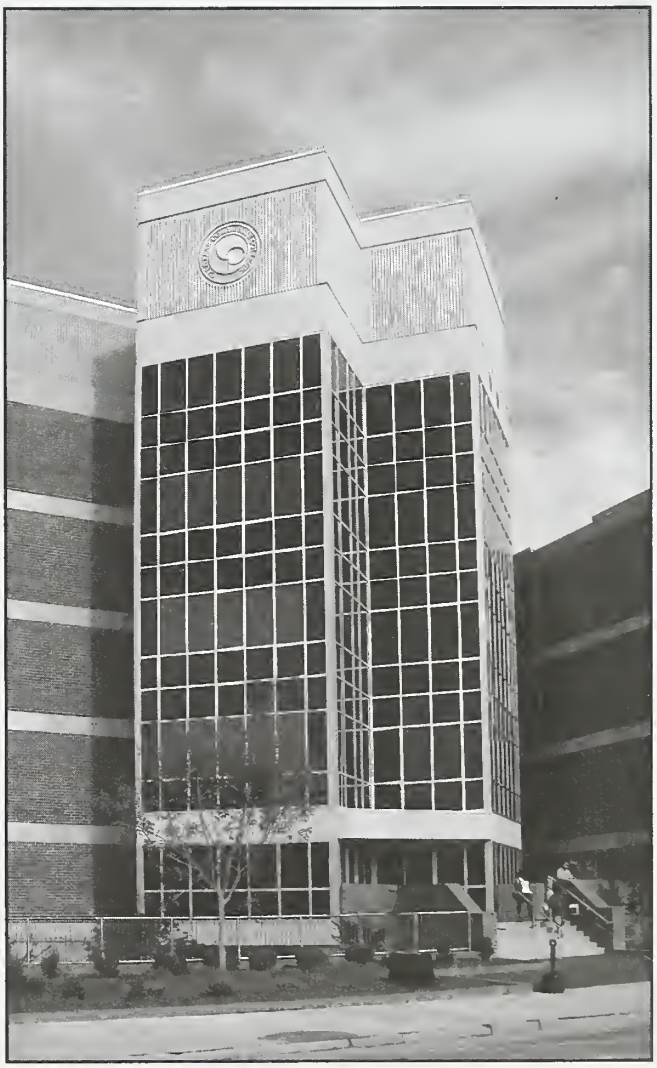
Other required hours should be selected from the remaining general education courses, the remaining electives above, and/or the electives listed below.
ACA 111 College Student Success (not transferable) 1
ACC 120 Prin of Financial Accounting 4
ACC 121 Prin of Managerial Accounting 4
ART 111 Art Appreciation 3
ART 114 Art History Survey I 3
ART 115 Art History Survey II 3
ART 116 Survey of American Art 3
ART 117 Non-Western Art History 3
ART 121 Design I 3
ART 122 Design II 3
ART 131 Drawing I 3
ART 132 Drawing II 3
ART 171 Computer Art I 3
ART 214 Portfolio and Resume 1
ART 231 Printmaking I 3
ART 232 Printmaking II 3
ART 240 Painting I 3
ART 241 Painting II 3
ART 261 Photography I 3
ART 262 Photography II 3
ART 264 Digital Photography I 3
ART 265 Digital Photography II 3
ART 266 Videography I 3
ART 267 Videography II 3
ART 271 Computer Art II 3
ART 281 Sculpture I 3
ART 282 Sculpture II 3
ART 283 Ceramics I 3
ART 284 Ceramics II 3
ART 288 Studio 3
BIO 112 General Biology II 4
CHM 132 Organic and Biochemistry 4
CHM 152 General Chemistry II 4
CIS 110 Introduction to Computers 3
COM 111 Voice and Diction I 3
COM 250 Public Communication 3
DRA 111 Theatre Appreciation 3
DRA 126 Storytelling 3
DRA 175 Teleplay Production I 3
DRA 176 Teleplay Production II 3
EDU 216 Foundations in Education 4
ENG 125 Creative Writing I 3
ENG 126 Creative Writing II 3
ENG 132 Introduction to Drama 3
ENG 133 Introduction to the Novel 3
ENG 272 Southern Literature 3
ENG 273 African-American Literature 3
ENG 274 Literature by Women 3
FRE 111 Elementary French I 3
FRE 112 Elementary French II 3
FRE 211 Intermediate French I 3
FRE 212 Intermediate French II 3
GER 111 Elementary German I 3

GER 112	Elementary German II	3
GER 211	Intermediate German I	3
GER 212	Intermediate German II	3
GEL 113	Historical Geology	4
GEL 230	Environmental Geology	4
HIS 116	Current World Problems	3
HIS 221	African-American History	3
HIS 228	History of the South	3
HIS 229	History of the Old South	3
HUM 110	Technology and Society	3
HUM 115	Critical Thinking	3
HUM 160	Introduction to Film	3
HUM 161	Advanced Film Studies	3
MAT 140A	Survey of Mathematics Lab	1
MAT 151	Statistics I	3
MAT 151A	Statistics I Lab	1
MAT 161A	College Algebra Lab	1
MAT 171A	Precalculus Algebra Lab	1
MAT 172	Precalculus Trigonometry	3
MAT 172A	Precalculus Trig Lab	1
MAT 175A	Precalculus Lab	1
MAT 263	Brief Calculus	3
MAT 263A	Brief Calculus Lab	1
MAT 280	Linear Algebra	3
MAT 285	Differential Equations	3
MUS 110	Music Appreciation	3
MUS 111	Fundamentals of Music	3
MUS 112	Introduction to Jazz	3
MUS 113	American Music	3
MUS 114	Non-Western Music	3
MUS 121	Music Theory I	4
MUS 123	Music Composition	1
MUS 131	Chorus I	1
MUS 132	Chorus II	1
MUS 135	Jazz Ensemble I	1
MUS 136	Jazz Ensemble II	1
MUS 141	Ensemble I	1
MUS 142	Ensemble II	1
MUS 151	Class Music I	1
MUS 152	Class Music II	1
MUS 161	Applied Music I	2
MUS 162	Applied Music II	2
MUS 214	Electronic Music I	2
MUS 215	Electronic Music II	2
MUS 253	Big Band	1
MUS 261	Applied Music III	2
MUS 262	Applied Music IV	2
PED 110	Fit and Well for Life	2
PED 113	Aerobics I	1
PED 115	Step Aerobics	1
PED 122	Yoga I	1
PED 125	Self-Defense--Beginning	1
PED 128	Golf-Beginning	1
PED 130	Tennis-Beginning	1
PED 143	Volleyball-Beginning	1
PED 147	Soccer	1
PED 148	Softball	1
PHI 210	History of Philosophy	3
PHI 215	Philosophical Issues	3
PHI 220	Western Philosophy I	3
PHI 221	Western Philosophy II	3
PHI 230	Introduction to Logic	3
PHI 240	Introduction to Ethics	3
PHY 152	College Physics II	4
PHY 252	General Physics II	4
PSY 259	Human Sexuality	3
PSY 263	Educational Psychology	3
REL 110	World Religions	3
REL 111	Eastern Religions	3
REL 112	Western Religions	3
REL 211	Intro to Old Testament	3
REL 212	Intro to New Testament	3
REL 221	Religion in America	3
SPA 111	Elementary Spanish I	3
SPA 112	Elementary Spanish II	3
SPA 211	Intermediate Spanish I	3
SPA 212	Intermediate Spanish II	3
SOC 232	Social Context of Aging	3
SOC 234	Sociology of Gender	3
SOC 242	Sociology of Deviance	3

Total Semester Hours of Other Required Hours..... 36-37

Students must meet the receiving university's foreign language and/or health and physical education requirements, if applicable, prior to or after transfer to the senior institution.

Recommended Course: PSY 150.



ASSOCIATE IN GENERAL EDUCATION

A.G.E. DEGREE (A10300)

The Associate in General Education (AGE) curriculum is designed for individuals who wish to broaden their education, with emphasis on personal interest, growth, and development. The two year General Education program provides students opportunities to study English, literature, fine arts, philosophy, social science, and science and mathematics at the college level. All courses in the program are college-level courses which can be selected based upon a student's personal interests rather than specific technical or professional requirements. Many of the courses are equivalent to college transfer courses; however, the program is not principally designed for college transfer.

Semester Hour Credits

I. General Education Courses

ENG 111	Expository Writing	3
ENG 114	Professional Research and Reporting	3
Humanities/Fine Arts Elective		3
Social/Behavioral Sciences Elective		3
Natural Sciences/Mathematics Elective		3

II. Major Courses

CIS 110	Introduction to Computers	2
	or	
CIS 111	Basic PC Literacy	2
Free Electives		47

Free electives may be any college transfer or vocational technical course as selected by the student and approved by the student's advisor.

Total Credits 64/65

ASSOCIATE IN APPLIED SCIENCE, DIPLOMA, AND CERTIFICATE PROGRAMS

Accounting

A.A.S. DEGREE (A25100)

Associate in Applied Science Program

The Accounting curriculum is designed to provide students with the knowledge and the skills necessary for employment and growth in the accounting profession. Using the language of business, accountants assemble and analyze, process, and communicate essential information about financial operations.

In addition to course work in accounting principles, theories, and practice, students will study business law, finance, management, and economics. Related skills are developed through the study of communications, computer applications, financial analysis, critical thinking skills, and ethics.

Graduates should qualify for entry-level accounting positions in many types of organizations including accounting firms, small businesses, manufacturing firms, banks, hospitals, school systems, and governmental agencies. With work experience and additional education, an individual may advance in the accounting profession.

Semester Hour Credits

I. General Education Courses

ENG 111	Expository Writing	3
ENG 114	Professional Research & Reporting	3
3 SHC Natural Science, or Math 115 or higher		3
Social/Behavioral Science Elective		3
Humanities/Fine Arts Elective		3

II. Major Courses

ACC 120	Principles of Financial Accounting I	4
ACC 121	Principles of Managerial Accounting	4
ACC 122	Principles of Financial Accounting II	3
ACC 131	Federal Income Taxes	3
ACC 140	Payroll Accounting	2
ACC 150	Accounting Software Applications	2
ACC 220	Intermediate Accounting I	4
ACC 221	Intermediate Accounting II	4
BUS 115	Business Law	3
BUS 121	Business Math	3
BUS 137	Principles of Management	3
BUS 225	Business Finance	3
CIS 111	Basic PC Literacy	2

CIS 120	Spreadsheet I	3
CIS 152	Database Concepts and Applications	3
ECO 151	Survey of Economics	3

III. Accounting Electives

Students are required to take at least 3 SHC from the following:

ACC 180	Practices in Bookeeping	3
BUS 239	Business Applications Seminar	2
BUS 280	R.E.A.L. Small Business	4
COE 111(AC)	Co-op Experience I	1
COE 121(AC)	Co-op Experience II	1
COE 131(AC)	Co-op Experience III	1
OST 136	Word Processing	2
BUS 125	Personal Finance	3
MKT 120	Principles of Marketing	3
MKT 223	Customer Service	3

Total Credits 67/68

FALL SEMESTER I	FALL SEMESTER II
ACC 120	ACC 121
BUS 115	ACC 131
BUS 121	ACC 220
CIS 111	BUS 225
ENG 111	ECO 151
Social/Behav Science Elect	

SPRING SEMESTER I	SPRING SEMESTER II
ACC 122	ACC 140
CIS 152	ACC 150
ENG 114	ACC 221
3 SHC Natural Science,	BUS 137
or MAT 115 or higher	CIS 120
Humanities/Fine Arts Elect	Accounting Elective

Air Conditioning, Heating, and Refrigeration Technology

DIPLOMA (D35100)
CERTIFICATE (C35100)

Diploma Program

The Air Conditioning, Heating, and Refrigeration Technology curriculum provides the basic knowledge to develop skills necessary to work with residential and light commercial systems.

Topics include mechanical refrigeration, heating and cooling theory, electricity, controls, and safety. The diploma program covers air conditioning, furnaces, heat pumps, tools, and instruments.

Diploma graduates should be able to assist in the start-up, preventive maintenance, service, repair, and/or installation of residential and light commercial systems.

Semester Hour Credits

I. General Education Courses

ENG 101	Applied Communications I	3
MAT 101	Applied Mathematics I	3

II. Major Courses

AHR 110	Introduction to Refrigeration	5
AHR 111	HVACR Electricity	3
AHR 112	Heating Technology	4
AHR 113	Comfort Cooling	4
AHR 114	Heat Pump Technology	4
AHR 115	Refrigeration Systems	2
AHR 130	HVAC Controls	3
AHR 133	HVAC Servicing	4
AHR 140	All-Weather Systems I	2
AHR 151	HVAC Duct Systems I	2
AHR 211	Residential System Design	3
CIS 111	Basic PC Literacy	2

Total Credits: 44

FALL SEMESTER I	SUMMER SEMESTER I
AHR 110	AHR 114
AHR 111	AHR 140
AHR 112	AHR 211
AHR 151	CIS 111
MAT 101	

SPRING SEMESTER I
AHR 113
AHR 115
AHR 130
AHR 133
ENG 101

Air Conditioning, Heating, and Refrigeration Technology

Certificate Program *(EVENINGS)*

FALL SEMESTER I	SPRING SEMESTER I
AHR 110	AHR 114
	AHR 111 (Effective Spring 2006)

Architectural Technology

A.A.S. DEGREE (A40100)

Associate in Applied Science Program

The Architectural Technology curriculum prepares individuals with knowledge and skills that can lead to employment in the field of architecture or one of the associated professions.

Students receive instruction in construction document preparation, materials and methods, environmental and structural systems, building codes and specifications, and computer applications as well as complete a design project. Optional courses may be provided to suit specific career needs.

Upon completion, graduates have career opportunities within the architectural, engineering, and construction professions as well as positions in industry and government. At participating universities, graduates may continue their education toward a bachelor's degree in related fields.

		Semester Hour Credits
I. General Education Courses		
Social/Behavioral Science Elective		3
COM 110	Intro to Communication	3
ENG 111	Expository Writing	3
Humanities/Fine Arts Elective		3
MAT 121	Algebra/Trigonometry I	3
II. Major Courses		
ARC 111	Introduction to Architectural Technology	3
ARC 112	Construction Materials and Methods	4
ARC 113	Residential Architectural Technology	3
ARC 114	Architectural CAD	2
ARC 114A	Architectural CAD Lab	1
ARC 131	Building Codes	3
ARC 211	Light Construction Technology	3
ARC 213	Design Project	4
ARC 220	Advanced Architect CAD	2
ARC 221	Architectural 3-D CAD	3
ARC 230	Environmental Systems	4
ARC 231	Architectural Presentations	4
ARC 235	Architectural Portfolio	3
ARC 241	Contract Administration	2
ARC 250	Survey of Architecture	3
ARC 264	Digital Architecture	2
CIS 111	Basic PC Literacy	2
MAT 122	Algebra/Trigonometry II	3
PHY 131	Physics/Mechanics	4
Total Credits		**70**

FALL SEMESTER I
ARC 111
ARC 112
CIS 111
ENG 111
Elect
MAT 121

FALL SEMESTER II
ARC 211
ARC 221
ARC 231
Social/Behav. Science
PHY 131

SPRING SEMESTER I
ARC 113
ARC 114
ARC 114A
ARC 131
COM 110
MAT 122

SPRING SEMESTER II
ARC 213
ARC 235
ARC 241
ARC 250
ARC 264
Humanities/Fine Arts Elect

SUMMER SEMESTER I
ARC 220
ARC 230

Associate Degree Nursing (RN)

See Nursing Programs page 135

Autobody Repair

DIPLOMA (D60100)
CERTIFICATE (C60100)

Diploma Program

The Autobody Repair curriculum provides training in the use of equipment and materials of the autobody repair trade. The student studies the construction of the automobile body and techniques of autobody repairing, rebuilding, and refinishing.

The course work includes autobody fundamentals, industry overview, and safety. Students will perform hands-on repairs in the areas of non-structural and structural repairs, mig welding, plastics and adhesives, refinishing, and other related areas.

Graduates of the curriculum should qualify for entry-level employment opportunities in the automotive body and refinishing industry. Graduates may find employment with franchised, independent garages, or they may become self-employed.

		Semester Hour Credits
I. General Education Courses		
ENG 101	Applied Communications I	3
MAT 101	Applied Mathematics I	3
II. Major Courses		
AUB 111	Painting and Refinishing I	4
AUB 112	Painting and Refinishing II	4
AUB 114	Special Finishes	2

AUB 121	Non-Structural Damage I	3
AUB 122	Non-Structural Damage II	4
AUB 131	Structural Damage I	4
AUB 132	Structural Damage II	4
AUB 134	Auto Body MIG Welding	3
AUB 136	Plastics and Adhesives	3
AUB 150	Automotive Detailing	2
AUB 160	Body Shop Operations	1
AUB 162	Autobody Estimating	2
AUT 171	Heating & Air Conditioning	3
CIS 111	Basic PC Literacy	2

Total Credits: 47

FALL SEMESTER I
AUB 111
AUB 121
AUB 131
AUB 134
CIS 111
MAT 101

SUMMER SEMESTER I
AUB 114
AUB 150
AUB 160
AUB 162
AUT 171

SPRING SEMESTER I
AUB 112
AUB 122
AUB 132
AUB 136
ENG 101

Autobody Repair
Certificate Program

FALL SEMESTER I
AUB 111
AUB 134

SPRING SEMESTER I
AUB 121
AUB 131

Automotive Mechanics
(Automotive Systems Technology)
A.A.S. DEGREE (A60160)
CERTIFICATE (C60160A)

Associate in Applied Science Program
The Automotive Mechanics curriculum prepares individuals for employment as Automotive Service Technicians. It provides an introduction to automotive careers and increases student awareness of the challenges associated with this fast and ever-changing field.

Classroom and lab experiences integrate technical and academic course work. Emphasis is placed on theory, servicing and operation of brakes, electrical/electronic systems, engine performance, steering/suspension, automatic transmission/transaxles, engine repair, climate control, and manual drive trains.

Upon completion of this curriculum, students should be prepared to take the ASE exam and be ready for full-time employment in dealerships and repair shops in the automotive service industry.

Semester Hour Credits

I. General Education Courses

ENG 111	Expository Writing	3
Humanities/Fine Art Elective		3
MAT 120	Geometry and Trigonometry	3
Social/Behavioral Science Elective		3

II. Major Courses

AUT 111	Basic Auto Technology	2
AUT 115	Engine Fundamentals	3
AUT 116	Engine Repair	2
AUT 141	Suspension & Steering Systems	4
AUT 151	Brake Systems	3
AUT 152	Brake Systems Lab	1
AUT 161	Electrical Systems	4
AUT 164	Automotive Electronics	3
AUT 171	Heating and Air Conditioning	3
AUT 181	Engine Performance-Electrical	3
AUT 183	Engine Performance-Fuels	3
AUT 184	Engine Performance-Fuels Lab	1
AUT 221	Automatic Transmissions	4
AUT 222	Advanced Auto Drive Trains	3
AUT 231	Manual Drive Trains/Axles	3
AUT 241	Advanced Chassis/Suspension	4
AUT 271	Advanced Heating & Air Conditioning	3
AUT 281	Advanced Engine Performance	3
AUT 282	Engine Electrical Management	6
CIS 111	Basic PC Literacy	2

III. Automotive Mechanics Electives
Students are required to take 3 SHC from the following:

COM 110	Introduction to Communication	3
COM 120	Interpersonal Communication	3
COM 231	Public Speaking	3

Total Credits: 75

FALL SEMESTER I	FALL SEMESTER II
AUT 111	AUT 221
AUT 115	AUT 222
AUT 151	AUT 241
AUT 161	AUT 281
Communication Elective	MAT 120

SPRING SEMESTER I	SPRING SEMESTER II
AUT 116	AUT 231
AUT 141	AUT 271
AUT 152	AUT 282
AUT 164	ENG 111
AUT 171	Social/Behav. Science Elect
CIS 111	

SUMMER SEMESTER I
AUT 181
AUT 183
AUT 184
Humanities/Fine Art Elect

Automotive Mechanics
Certificate Program

FALL SEMESTER I	SPRING SEMESTER I
AUT 111	AUT 151
AUT 115	AUT 161

Basic Law Enforcement Training
CERTIFICATE (C55120)

Certificate Program
The Basic Law Enforcement Training curriculum Certification Examination mandated by the North Carolina Criminal Justice Education and Training Standard Commission and/or it prepares individuals to take the Justice Officers Basic Training Certification Examination mandated by the North Carolina Sheriffs' Education and Training Standards Commission. Successful completion of the curriculum certificate program requires that the student satisfy the minimum requirements for certification by the Criminal Justice Commission and/or the Sheriff's Commission. The student satisfactory completing this program should possess at least the minimum degree of general attributes, knowledge, and skills to function as an inexperienced law enforcement officer.

Job opportunities are available with state, county, and municipal governments in North Carolina. In addition, knowledge, skills, and abilities acquired in this course of study qualify one for job opportunities with private enterprises in such areas as industrial, retail, and private security.

Students who succesfully complete the BLET Program can receive credit for CSC 120, CJC 131 and CJC 221.

CJC 100 - Law Enforcement Training
Prerequisite: Sponsorship letter required and approval of Director.

This course is designed to provide the student with basic skills and basic knowledge necessary to perform those tasks essential to function in law enforcement. The course consists of 602 hours of instruction in the following topic areas:

Course Orientation	4
Physical Fitness Training	54
Ethics of Professional Law Enforcement	4
Arrest, Search & Seizure/Constitutional Law	28
Elements of Criminal Law	24
Communication Skills for Law Enforcement Officers	8
Law Enforcement Radio Procedures & Communication Systems	8
Field Notetaking & Report Writing	12
Interviews: Field & In-Custody	16
Subject Control/Arrest Techniques	40
Juvenile Laws & Procedures	8
Fingerprinting & Photographing Arrestees	6
Dealing with Victims & the Public	10
Firearms	48
Criminal Investigation	32
ABC Laws and Procedures	4
Motor Vehicle Law	20
Law Enforcement Driver Training	40
Crime Prevention Techniques	6
First Responder	40
Domestic Violence Response	12
Controlled Substances	10
Techniques of Traffic Law Enforcement	24
In-Custody Transportation	8
Traffic Accident Investigation	20
Explosives & Hazardous Material Emergencies	12
Individuals with Mental Illness and Retardation	8
Crowd Management	12
Preparing for & Testifying In Court	14
Patrol Techniques	22
Sheriff's Responsibilities: Detention Duties	4
Sheriff's Responsibilities: Court Duties	6
Civil Process	24
Testing	20
Total Hours	**608**
Total Credits	**18**

Boat Building

DIPLOMA (D35120)
CERTIFICATE (C35120)

Diploma Program

The Boat Building program prepares individuals for employment in the boat manufacturing and repair industry. Today's boat builders are skilled craftspeople who can create complex shapes out of a wide variety of materials.

Course work includes reading marine blueprints, lofting, constructing bird cages, building forms, and the safe and proper use of hand and power tools. Wood and composite boat building, production moldmaking, and interior cabinetry and joinery are also covered.

Graduates may find employment with yacht manufacturer's or with other companies needing wood furniture or moldings fabricated and installed. Other employment opportunities can be found in the fiberglass industry and in boat maintenance and repair yards.

		Semester Hour Credits
I. General Education Courses		
ENG 101	Applied Communications I	3
MAT 101	Applied Mathematics I	3
II. Major Courses		
BTB 101	Boat Building I	10
BTB 102	Boat Building II	9
BTB 103	Yacht Joiner Practices I	4
BTB 104	Yacht Joiner Practices II	3
BTB 105	Yacht Repair/Renovation	5
CIS 111	Basic PC Literacy	2
DFT 100	Marine Drafting	2
FBG 100	Fiberglass Mold Making	5
Total Credits:		**46**

FALL SEMESTER I	SUMMER SEMESTER I
BTB 101	BTB 104
CIS 111	BTB 105
DFT 100	FBG 100
MAT 101	
SPRING SEMESTER I	
BTB 102	
BTB 103	
ENG 101	

Boat Building
Certificate Program

(EVENINGS)

		Semester Hour Credits
Major Courses		
BTB 101A	Boat Building IA	5
BTB 101B	Boat Building IB	5
DFT 100	Marine Drafting	2
Total Credits:		**12**

FALL SEMESTER I	SPRING SEMESTER I
BTB 101A	BTB 101B
DFT 100	

Business Administration

A.A.S. DEGREE (A25120)
CERTIFICATE (C25120B)

Associate in Applied Science Program

The Business Administration curriculum is designed to introduce students to the various aspects of the free enterprise system. Students will be provided with fundamental knowledge of business functions, processes, and an understanding of business organizations in today's global economy.

Course work includes business concepts such as accounting, business law, economics, management, and marketing. Skills related to the application of these concepts are developed through the study of computer applications, communication, team building, and decision making.

Through these skills, students will have a sound business education base for lifelong learning. Graduates are prepared for employment opportunities in government agencies, financial institutions, and large to small business or industry.

		Semester Hour Credits
I. General Education Courses		
Social/Behavioral Science Elective		3
ENG 111	Expository Writing	3
ENG 114	Professional Research & Reporting	3
Humanities/Fine Arts Elective		3
3 SHC Natural Science, or MAT 115 or higher		3
II. Major Courses		
ACC 120	Principles of Financial Accounting I	4
ACC 121	Principles of Managerial Accounting	4
ACC 122	Principles of Financial Accounting II	3
ACC 131	Federal Income Taxes	3
ACC 150	Accounting Software Applications	2
BUS 115	Business Law	3
BUS 121	Business Math	3
BUS 137	Principles of Management	3
BUS 225	Business Finance	3
BUS 239	Business Applications Seminar	2

CIS 111	Basic PC Literacy	2
CIS 120	Spreadsheet I	3
CIS 152	Database Concepts and Applications	3
ECO 151	Survey of Economics	3
MKT 120	Principles of Marketing	3
OST 131	Keyboarding	2
OST 136	Word Processing	2

III. Business Administrative Electives

Students are required to take at least 3 SHC from the following:

ACC 220	Intermediate Accounting I	4
BAF 110	Principles of Banking	3
BAF 111	Teller Training	3
BAF 142	Deposit Operations	3
BUS 125	Personal Finance	3
BUS 230	Small Business Management	3
BUS 240	Business Ethics	3
BUS 280	R.E.A.L. Small Business	4
COE 111(BA)	Co-op Work Experience I	1
COE 121(BA)	Co-op Work Experience II	1
COE 131(BA)	Co-op Work Experience III	1
MKT 223	Customer Service	3

Total Credits 66/67

FALL SEMESTER I	FALL SEMESTER II
ACC 120	ACC 121
BUS 115	ACC 131
BUS 121	BUS 225
CIS 111	ECO 151
ENG 111	MKT 120
OST 131	
SPRING SEMESTER I	**SPRING SEMESTER II**
Social/Behav Science Elect	ACC 150
ACC 122	BUS 137
CIS 152	BUS 239
ENG 114	CIS 120
OST 136	Business Elective
3 SHC Natural Science, or Elect.	Humanities/Fine Arts
MAT 115 or higher	3 SHC Natural Science, or MAT 115 or higher

Business Administration Banking and Finance

Certificate Program

Banking and finance is a concentration under the title of Business Administration. This curriculum is designed to prepare individuals for a career with various financial institutions and other businesses.

Semester Hour Credits

Major Courses

ACC 120	Principles of Financial Accounting I	4
BAF 110	Principles of Banking	3
BAF 111	Teller Training	3
BAF 142	Deposit Operations	3
CIS 111	Basic PC Literacy	2
MKT 223	Customer Service	3

Total Credits: 18

FALL SEMESTER I	SPRING SEMESTER I
BAF 110	ACC 120
BAF 111	BAF 142
CIS 111	MKT 223

Carpentry

DIPLOMA (D35180)
CERTIFICATE (C35180)

Diploma Program

The Carpentry curriculum is designed to train students to construct residential structures using standard building materials and hand and power tools. Carpentry skills and a general knowledge of residential construction will also be taught.

Course work includes footings and foundations, framing, interior and exterior trim, cabinetry, blueprint reading, residential planning and estimating, and other related topics. Students will develop skills through hands-on participation.

Graduates should qualify for employment in the residential building construction field as rough carpenters, framing carpenters, roofers, maintenance carpenters and other related job title

Semester Hour Credits

I. General Education Courses

ENG 101	Applied Communications I	3
MAT 101	Applied Mathematics I	3

II. Major Courses

BPR 130	Blueprint Reading/Construction	2
CAR 110	Introduction to Carpentry	2
CAR 111	Carpentry I	8
CAR 112	Carpentry II	8
CAR 113	Carpentry III	6
CAR 114	Residential Building Codes	3
CAR 115	Residential Planning/Estimating	3

Total Credits: 38

FALL SEMESTER I
CAR 110
CAR 111
BPR 130
MAT 101

SUMMER SEMESTER I
CAR 113
CAR 114

SPRING SEMESTER I
CAR 112
CAR 115
ENG 101

Carpentry
Certificate Program

		Semester Hour Credits
Major Courses		
BPR 130	Blueprint Reading/Construction	2
CAR 110	Introduction to Carpentry	2
CAR 111	Carpentry I	8
CAR 114	Residential Building Codes	3
CAR 115	Residential Planning/Estimating	3
Total Credits:		**18**

FALL SEMESTER I
BPR 130
CAR 110
CAR 111

SUMMER SEMESTER I
CAR 114

SPRING SEMESTER I
CAR 115

Chemical Technology
A.A.S. DEGREE (A20120)

Associate in Applied Science Program
The Chemical Technology curriculum prepares individuals for work as analytical technicians in chemical laboratories associated with chemical production, environmental concerns, pharmaceuticals, or general analysis.

Course work includes general chemistry, organic chemistry, introductory chemical engineering, qualitative analysis, and quantitative analysis, including such instrumental techniques as spectroscopy (UV-Vis, IR, AA) and chromatography (GC, LC, IC). Students also utilize computerized data collection, reduction, and graphic presentation.

Graduates should qualify as entry-level chemical laboratory technicians. Their duties may include chemical solution preparation, raw material, product, or environmental sampling, and/or sample testing via wet chemistry or instrumental techniques. All Chemical Technology students must complete American Red Cross certification or equivalent in First Aid and Adult Cardio-Pulmonary Resuscitation (C.P.R.) for graduation.

		Semester Hour Credits
I. General Education Courses		
ENG 111	Expository Writing	3
COM 110	Introduction to Communication	3
Humanities/Fine Arts Elective		3
MAT 121	Algebra/Trigonometry I	3
MAT 122	Algebra/Trigonometry II	3
PHY 131	Physics - Mechanics	4
Social/Behavioral Science Elective		3
II. Major Courses		
BIO 110	Principles of Biology	4
BIO 175	Microbiology	3
CTC 111	Basic Chemistry I	7
CTC 112	Basic Chemistry II	7
CTC 120	Organic Chemistry I	2
CTC 140	Unit Processes	6
CTC 220	Organic Chemistry II	6
CTC 230	Organic Chemistry III	5
CTC 240	Industrial Analysis I	5
CTC 250	Industrial Analysis II	5
Total Credits		**72**

FALL SEMESTER I
CTC 111
ENG 111
MAT 121
Social/Behav Science Elect

FALL SEMESTER II
BIO 110
CTC 220
CTC 240

SPRING SEMESTER I
CTC 112
CTC 120
COM 110
MAT 122

SPRING SEMESTER II
BIO 175
CTC 230
CTC 250
Humanities/Fine Arts Elect

SUMMER SEMESTER I
CTC 140
PHY 131

Community Spanish Interpreter

A.A.S. Degree (A55370)
Basic Certificate (C55370B)
Advanced Certificate (C55370A)

Note: The A.A.S. degree program is listed for information only. CFCC is currently only offering the basic and advanced certificates.

Associate in Applied Science Program

The Community Spanish Interpreter curriculum prepares individuals to work as entry-level bilingual professionals who will provide communication access in interview and interactive settings. In addition, this curriculum provides educational training for working professionals who want to acquire Spanish language skills.

Course work includes the acquisition of Spanish: grammar, structure, and sociolinguistic properties, cognitive processes associated with interpretation between Spanish and English; the structure and character of the Hispanic community; and acquisition of communication skills.

Graduates should qualify for entry-level jobs as para-professional bilingual employees in educational systems or a variety of community settings. Individuals may choose from part-time, full-time, or self-employment/free-lance positions, or apply language skills to other human service related areas.

Semester Hour Credits

I. General Education Courses

ENG 111	Expository Writing	3
ENG 114	Professional Research and Reporting	3
Natural Science Elective or MAT 115 or higher		3
Social/Behavioral Science Elective		3
Humanities/Fine Arts Elective		3

II. Major Courses

SPA 111	Elementary Spanish I	3
SPA 112	Elementary Spanish II	3
SPA 120	Spanish for the Workplace	3
SPA 141	Culture and Civilization	3
SPA 161	Cultural Immersion	3
SPA 181	Spanish Lab I	1
SPA 182	Spanish Lab II	1
SPA 211	Intermediate Spanish I	3
SPA 212	Intermediate Spanish II	3
SPA 215	Spanish Phonetics/Structure	3
SPA 221	Spanish Conversation	3
SPA 231	Reading and Comprehension	3
SPA 281	Spanish Lab III	1
SPA 282	Spanish Lab IV	1
SPI 113	Intro to Spanish Interpretation	3
SPI 114	Analytical Skills Spanish Interp	3
SPI 213	Review of Grammar	3
SPI 214	Intro to Translation	3
COE 115(CS)	Work Experience Seminar I	1

III. Other Major Courses

COE 111(CS)	Co-op Work Experience I	1
CIS 111	Basic PC Literacy	2
SPI 245	Community Interpreting I	3

Total Credits 68

FALL SEMESTER I
CIS 111
ENG 111
MAT 140
SPA 111
SPA 141
SPA 181

FALL SEMESTER II
SPA 212
SPA 215
SPA 282
SPI 213
SPI 214

SPRING SEMESTER I
ENG 114
PSY 150
SPA 112
SPA 182
SPI 113
SPA 161

SPRING SEMESTER II
COE 111
COE 115
SPA 221
SPA 231
SPI 245

SUMMER SEMESTER
SPA 120
SPA 211
SPA 281
SPI 114

Community Spanish Interpreter Certificate Programs

CFCC will offer two distinct certificates in the Community Spanish Interpreter program: the basic certificate and the advanced certificate.

Basic Certificate

The basic certificate is designed to provide persons with little or no Spanish-speaking experience the language skills necessary to communicate effectively in the community. More specifically, it is ideal for a student to add this certificate as a double major with his/her principal curriculum, such as Business Administration, Associate Degree Nursing, or any major, to provide additional communication skills becoming increasingly necessary in today's global workplace.

I. Major Courses

SPA 111	Elementary Spanish I	3
SPA 112	Elementary Spanish II	3
SPA 120	Spanish for the Workplace	3
SPA 211	Intermediate Spanish I	3
SPA 212	Intermediate Spanish II	3
SPA 221	Spanish Conversation	3

Total Hours 18

FALL SEMESTER I
SPA 111

FALL SEMESTER II
SPA 212
SPA 221

SPRING SEMESTER I
SPA 112

SUMMER SEMESTER
SPA 120
SPA 211

Advanced Certificate

The advanced certificate is designed to provide persons with Spanish-speaking experience (native or otherwise) the opportunity to further improve their proficiency and especially for native speakers to hone their reading and writing skills in their native language. In addition, actual practice interpreting and a co-op within the community are included as the students choosing this curriculum already have proven proficiency through SPA 212 and have skills equivalent to the basic certificate described above before beginning this advanced certificate and will be better equipped to facilitate communication between Spanish-only and non-Spanish-speaking members of the community.

Major Courses

SPA 215	Spanish Phonetics & the Structure of Language	3
SPA 231	Reading and Composition	3
SPI 213	Review of Grammar.	3
SPI 114	Analytical Skills for Spanish Interpreting	3
SPI 214	Introduction to Translation	3
SPI 245	Community Spanish Interpreting I	3
Total Hours		**18**

FALL SEMESTER I
SPA 215
SPI 213

FALL SEMESTER II
SPI 214
SPI 245

SPRING SEMESTER I
SPA 231

SUMMER SEMESTER
SPI 114

Computer Engineering Technology

A.A.S. DEGREE (A40160)
CERTIFICATE-NETWORKING (C40160N)
CERTIFICATE-WEB DEVELOPMENT (C40160W)

Associate in Applied Science Program

The Computer Engineering Technology curriculum provides the skills required to install, service, and maintain computers, peripherals, networks, and microprocessor and computer controlled equipment. It includes training in both hardware and software, emphasizing operating systems concepts to provide a unified view of computer systems.

Course work includes mathematics, physics, electronics, digital circuits and programming, with emphasis on the operation, use, and interfacing of memory and devices to the CPU. Additional topics may include communications, networks, operating systems, programming languages, Internet configuration and design, and industrial applications.

Graduates should qualify for employment opportunities in electronics technology, computer service, computer networks, server maintenance, programming, and other areas requiring a knowledge of electronic and computer systems. Graduates may also qualify for certification in electronics, computers, or networks.

		Semester Hour Credits
I. General Education Courses		
COM 110	Intro to Communications	3
ENG 111	Expository Writing	3
Humanities/Fine Arts Elective		3
MAT 121	Algebra/Trigonometry I	3
Social/Behavioral Science Elective		3
II. Major Courses		
CET 111	Computer Upgrade/Repair I	3
CET 211	Computer Upgrade/Repair II	3
CET 245	Internet Servers	3
CIS 111	Basic PC Literacy	2
CIS 130	Survey of Operating Systems	3
CIS 172	Intro to the Internet	3
CSC 133	C Programming	3
CSC 148	Java Programming	3
CSC 248	Advanced Internet Security	3
ELC 131	DC/AC Circuit Analysis	5
ELN 131	Electronic Devices	4
ELN 133	Digital Electronics	4
ELN 232	Intro to Microprocessors	4
ELN 237	Local Area Networks	3
ELN 238	Advanced LANs	3
ITN 240	Internet Security	3
MAT 122	Algebra/Trigonometry II	3
PHY 131	Physics - Mechanics	4

III. Computer Engineering Electives
Students are required to take 3 SHC from the following:

CSC 248	Advanced Internet Programming	3
ITN 240	Internet Security	3

Total Credits: 71

FALL SEMESTER I	FALL SEMESTER II
CET 111	CIS 130
CIS 111	CSC 148
ELC 131	ELN 133
ENG 111	ELN 237
MAT 121	Social/Behav. Science Elect

SPRING SEMESTER I	SPRING SEMESTER II
CET 211	Computer Eng. Elective
CIS 172	CET 245
CSC 133	ELN 232
ELN 131	ELN 238
MAT 122	Humanities/Fine Arts Elect.

SUMMER SEMESTER I
COM 110
PHY 131

Computer Engineering Technology
NETWORKING
Certificate Program

The Computer Engineering Technology Networking Certificate Program prepares individuals for the following type of entry level position: Computer Repair Technician, Computer Technician, Hardware/Software Installer, Network Technician, Network Administrator, Network Installer, and Network Support Specialist. Upon completion of this certificate program, the student will be prepared for and may elect to take the following certification tests: A+, Network+, Certified NetWare Administrator.

Semester Hour Credits

II. Major Courses

CIS 111	Basic PC Literacy	2
CET 111	Computer Upgrade and Repair I	3
CET 211	Computer Upgrade and Repair II	3
ELN 237	Local Area Networks	3
ELN 238	Advanced LANs	3

Total Hours 14

FALL SEMESTER I	SPRING SEMESTER I
CET 111	CET 211
ELN 237	ELN 238

SUMMER SEMESTER I
CIS 111

Computer Engineering Technology
WEB DEVELOPMENT
Certificate Program

The Computer Engineering Technology Web Development certificate program prepares individuals for the following type of entry level position: Web Manager, Web Page Designer, Web Site Developer, and Web Technician.

Prerequisite: CET 211 or permission of the instructor.

Semester Hour Credits

II. Major Courses

CSC 133	C Programming	3
CIS 172	Intro to the Internet	3
CIS 130	Survey of Operating Systems	3
CSC 148	Java Programming	3
CET 245	Internet Servers	3
CSC 248	Advanced Internet Programming	3

Total Hours 18

SUMMER SEMESTER I	SPRING SEMESTER I
CSC 133	CET 245
CIS 172	CSC 248

FALL SEMESTER I
CIS 130
CSC 148

Computer Information Systems

A.A.S. DEGREE (A25260)
CERTIFICATE (C25260)

Associate in Applied Science Program

The Computer Information Systems curriculum is designed to prepare graduates for employment with organizations that use computers to process, manage, and communicate information. This is a flexible program, designed to meet community information systems needs.

Course work includes computer systems terminology and operations, logic, operating systems, database, data communications/networking, and related business topics. Studies will provide experience for students to implement, support, and customize industry-standard information systems.

Graduates should qualify for a wide variety of computer-related, entry-level positions that provide opportunities for advancement with increasing experience and ongoing training. Duties may include systems maintenance and troubleshooting, support and training, and business applications design and implementation.

Course work prepares students to take the Comp/TIA, CCNA, A+, and CISCO™ Certified Network Associate (CCNA) exams for industry certification.

		Semester Hour Credits
I. General Education Courses		
COM 110	Introduction to Communication	3
ENG 111	Expository Writing	3
HUM 110	Technology and Society	3
MAT 121	Algebra/Trignometry I	3
PSY 118	Interpersonal Psychology	3
II. Major Courses		
ACC 120	Principles of Accounting I	4
BUS 121	Business Math	3
BUS 137	Principles of Management	3
CET 111	Computer Upgrade and Repair I	3
CET 211	Computer Upgrade and Repair II	3
CIS 110	Introduction to Computers	3
CIS 115	Intro to Programming and Logic	3
CIS 120	Spreadsheets I	3
CIS 130	Survey of Operating Systems	3
CIS 152	Database Concepts and Applications	3
CIS 286	Systems Analysis & Design	3
ITN 160	Principles of Web Design	3
NET 110	Data Communications/Networking	3
NET 125	Routing and Switching I	3
NET 126	Routing and Switching II	3
NET 225	Advanced Router and Switching I	3
NET 226	Advanced Router and Switching II	3
III. Other Required Courses		
MKT 223	Customer Service	3
NET 175	Wireless Technology	3
Total Hours		**70**

FALL SEMESTER I	FALL SEMESTER II
BUS 121	CIS 130
CET 111	CIS 152
CIS 110	COM 110
HUM 110	ITN 160
NET 110	MKT 223
	NET 225
SPRING SEMESTER I	**SPRING SEMESTER II**
BUS 137	ACC 120
CET 211	CIS 286
CIS 115	NET 175
CIS 120	NET 226
NET 125	PSY 118
SUMMER SEMESTER I	
ENG 111	
MAT 121	
NET 126	

Computer Information Systems

Certificate Program

		Semester Hour Credits
II. Major Courses		
BUS 137	Principles of Management	3
CET 111	Computer Upgrade and Repair I	3
CET 211	Computer Upgrade and Repair II	3
CIS 110	Introduction to Computers	3
CIS 120	Spreadsheets I	3
CIS 152	Database Concepts and Applications	3
Total Hours		**18**

FALL SEMESTER I	SPRING SEMESTER I
BUS 137	CIS 120
CET 111	CIS 152
CIS 110	CET 211

Cosmetology

DIPLOMA (D55140)
CERTIFICATE (C55140)
CERTIFICATE-COSMETOLOGY INSTRUCTORS (C55140)
CERTIFICATE-ESTHETICS (C55230) **see page 103**
CERTIFICATE-MANICURING/NAIL TECHNOLOGY (C55400) **see page 108**

Diploma Program

The Cosmetology curriculum is designed to provide competency-based knowledge, scientific/artistic principles, and hands-on fundamentals associated with the cosmetology industry. The curriculum provides a simulated salon environment which enables students to develop manipulative skills.

Course work includes instruction in all phases of professional imaging, hair design, chemical processes, skin care, nail care, multi-cultural practices, business/computer principles, product knowledge, and other selected topics.

Graduates should qualify to sit for the State Board of Cosmetic Arts examination. Upon successfully passing the State Board exam, graduates will be issued a license. Employment is available in beauty salons and as skin/nail specialists, platform artists, and related business.

The listed courses, CFCC Cosmetology competencies, NC State Board Performances and a minimum of 1500 hours are required for graduation.

This curriculum complies with the standard approved by the State Board of Community Colleges

		Semester Hour Credits
I. General Education Courses		
ENG 101	Applied Communications I	3
ENG 102	Applied Communications II	3
II. Major Courses		
COS 111	Cosmetology Concepts I	4
COS 112	Salon I	8
COS 113	Cosmetology Concepts II	4
COS 114	Salon II	8
COS 115	Cosmetology Concepts III	4
COS 116	Salon III	4
III. Cosmetology Electives		
Minimum of 9 SHC required for diploma.		
COS 117	Cosmetology Concepts IV	2
COS 118	Salon IV	7
COS 240	Contemporary Design	2
Total Credits		**47**

FALL & SPRING SEM I	SUMMER SEMESTER I
COS 111	COS 115
COS 112	COS 116
ENG 101	

FALL & SPRING SEM I	FALL & SPRING SEM II
COS 113	COS 117
COS 114	COS 118
	ENG 102

Cosmetology
Certificate Program

		Semester Hour Credits
I. General Education Courses		
COS 111	Cosmetology Concepts I	4
COS 112	Salon I	8
COS 113	Cosmetology Concepts II	4
COS 114	Salon II	8
COS 115	Cosmetology Concepts III	4
COS 116	Salon III	4
II. Cosmetology Electives		
Students should take a minimum of 2 SHC from the following:		
COS 117	Cosmetology Concepts IV	2
COS 118	Salon IV	7
COS 240	Contemporary Design	2
Total Credits		**34**

FALL SEMESTER I	SUMMER SEMESTER I
COS 111	COS 115
COS 112	COS 116

SPRING SEMESTER I
COS 113
COS 114
Cosmetology Elective

Cosmetology Instructors
Certificate Program
To enter program, student must be a licensed cosmetologist.

		Semester Hour Credits
I. General Education Courses		
COS 271	Instructors Concepts I	5
COS 272	Instructors Practicum I	7
COS 273	Instructors Concepts II	5
COS 274	Instructors Practicum II	7
Total Credits		**24**

Because the State mandates a minimum number of contact hours for State Certification, this class may exceed the limits for a standard certificate class.

FALL SEMESTER I	SPRING SEMESTER I
COS 271	COS 273
COS 272	COS 274

Criminal Justice Technology
A.A.S. DEGREE (A55180)

Associate in Applied Science Program
The Criminal Justice Technology curriculum is designed with a core of courses to afford one the opportunity to acquire basic knowledge, skills and attitudes in the generally accepted subject areas associated with a two-year study of law enforcement services. It includes subjects such as interpersonal communications, law, psychology and sociology.

In addition to core subjects, the correctional services option provides an opportunity to study other generally accepted subjects indigenous to a correctional services program such as confinement facility administration, correctional law, counseling, probation-parole services and rehabilitation options. Similarly, the law enforcement provides an opportunity to study other generally accepted subjects included in a law enforcement services program such as criminal behavior, criminal investigation, patrol operation, traffic management, and other aspects of law enforcement administration and operations. The security services provides an opportunity to study other generally accepted subjects related to a security services program such as accident prevention and safety management, common carrier protection, fire prevention, private security, industrial security, retail security, security systems and surveillance.

Job opportunities are available with federal, state, county and municipal governments. In addition, knowledge, skills and attitudes acquires in this course of study qualify one for job opportunities with private enterprise in such areas as industrial, retail and private security.

		Semester Hour Credits
I. General Education Courses		
BIO 111	General Biology I	4
COM 231	Public Speaking	3
ENG 111	Expository Writing	3
MAT 120	Geometry/ Trigonometry I	3
SOC 210	Intro To Sociology	3
SPA 111	Elementary Spanish I	3
II. Major Courses		
CJC 111	Introduction to Criminal Justice	3
CJC 112	Criminology	3
CJC 113	Juvenile Justice	3
CJC 131	Criminal Law	3
CJC 212	Ethics & Community Relations	3
CJC 221	Investigative Principal	4
CJC 231	Constitutional Law	3
III. Other Major Courses		
CIS 111	Basic PC Literacy	2
CJC 114	Investigatory Photo	2
CJC 121	Law Enforcement Operations	3
CJC 132	Court Proc & Evidence	3
CJC 141	Corrections	3
CJC 213	Substance Abuse	3
CJC 215	Organization & Adm.	3
CJC 222	Criminalistics	3
CJC 232	Civil Liability	3
CJC 245	Friction Ridge Analysis	3
CJC 250	Forensic Biology	2
COE 111(CJ)	Co-op Work Experience	1
COE 115(CJ)	Co-op Work Experience Seminar I	1
SPA 120	Spanish for the Workplace	3
Total Credits:		**74**

Criminal Justice Technology

(DAY)

FALL SEMESTER I	FALL SEMESTER II
CJC 111	CJC 114
CJC 131	CJC 213
CJC 132	CJC 215
ENG 111	COM 231
SPA 111	SOC 210
SPRING SEMESTER I	**SPRING SEMESTER II**
BIO 111	CJC 245
CIS 111	CJC 222
CJC 112	CJC 232
CJC 121	MAT 120
CJC 231	COE 111(CJ)
SPA 120	COE 115(CJ)
SUMMER SEMESTER I	
CJC 113	
CJC 141	
CJC 212	
CJC 221	

Criminal Justice Technology

(NIGHT PROGRAM) BEGINNING FALL, 2003 AND EACH ODD NUMBER YEAR THEREAFTER.

FALL SEMESTER I	FALL SEMESTER III
ENG 111	CJC 121
CJC 111	SPA 120
SPRING SEMESTER I	**SPRING SEMESTER III**
CJC 131	CJC 114
CJC 132	CJC 215
SUMMER SEMESTER I	**SUMMER SEMESTER III**
CJC 231	CJC 213
CJC 141	SOC 210
FALL SEMESTER II	**FALL SEMESTER IV**
BIO 110	CJC 232
SPA 111	COM 231
SPRING SEMESTER II	**SPRING SEMESTER IV**
CJC 112	CIS 111
CJC 113	MAT 120
SUMMER SEMESTER II	**SUMMER SEMESTER IV**
CJC 112	CJC 222
CJC 221	CJC 245
FALL SEMESTER V	
COE 111	
COE 115	

Culinary Technology

A.A.S. DEGREE (A55200)
CERTIFICATE (C55200)

Associate in Applied Science Program

The Culinary Technology curriculum provides specific training required to prepare students to assume positions as trained culinary professionals in a variety of food service settings including full service restaurants, hotels, resorts, clubs, catering operations, contract food service, and health care facilities.

Course offerings emphasize practical application, a strong theoretical knowledge base, and professionalism and provides the critical competencies to successfully meet industry demands. Courses also include sanitation, food/beverage service and control, baking, garde manger, American/international cuisines, food production, and hospitality supervision.

Graduates should qualify for entry-level positions such as line cook, station chef, and assistant pastry chef. American Culinary Federation certification is available to graduates. With experience, graduates may advance to positions such as sous-chef, executive chef, or food service manager.

Semester Hour Credits

I. General Education Courses

COM 110	Intro to Communications	3
ENG 111	Expository Writing	3
Humanities/Fine Arts Elective		3
MAT 115 or higher		3
Social/Behavioral Science Elective		3

II. Major Courses

COE 110(CU)	World of Work	1
COE 111(CU)	Co-op Work Experience I	1
COE 115(CU)	Work Experience Seminar I	1
COE 121(CU)	Co-op Work Experience II	1
COE 125(CU)	Work Experience Seminar II	1
COE 131(CU)	Co-op Work Experience III	1
CUL 110	Sanitation and Safety	2
CUL 110A	Sanitation and Safety Lab	1
CUL 120	Purchasing	2
CUL 120A	Purchasing Lab	1
CUL 125	Hospitality Information Systems	2
CUL 130	Menu Design	2
CUL 135	Food and Beverage Service	2
CUL 135A	Food and Beverage Service Lab	1
CUL 140	Basic Culinary Skills	5
CUL 150	Food Science	2
CUL 160	Baking I	3
CUL 170	Garde Manger I	3
CUL 180	International/Regional Cuisine	5
	or	
CUL 250	Classical Cuisine	5
CUL 240	Advanced Culinary Skills	5
HRM 220	Food and Beverage Control	3
HRM 220A	Food and Beverage Control Lab	1
HRM 245	Hospitality Human Resource Mgt.	3
NUT 110	Nutrition	3

III. Culinary Technology Electives (1)

Students must take at least 5 SHC from the following:

CUL 180	International/Regional Cuisine	5
	or	
CUL 250	Classical Cuisine	5
CUL 210	Food Service for Special Populations	5
CUL 214	Wine Appreciation	2
CUL 220	Food Service for Special Operations	5
CUL 260	Baking II	3
CUL 270	Garde Manger II	3
CUL 280	Pastries and Confections	3

IV. Culinary Technology Electives (2)

Students must take at least 2 SHC from the following:

HRM 135	Facilities Management	2
HRM 225	Beverage Management	2

Total Credits 74

FALL SEMESTER I
CUL 110
CUL 110A
CUL 125
CUL 135
CUL 135A
CUL 140
CUL 150
CUL 170

FALL SEMESTER II
COE 121(CU)
COE 125(CU)
COM 110
CUL 120
CUL 120A
Culinary Elective
HRM 220
HRM 220A

SPRING SEMESTER I
COE 110(CU)
CUL 130
CUL 160
CUL 240
MAT 115 or higher
NUT 110

SPRING SEMESTER II
COE 131(CU)
Culinary Elective
ENG 111
HRM 245
Humanities/Fine Arts Elect
Social/Behav Science Elect

SUMMER SEMESTER I
COE 111(CU)
COE 115(CU)

Culinary Technology
Certificate Program

		Semester Hour Credits
I. General Education Courses		
COE 110(CU)	World of Work	1
COE 111(CU)	Co-op Work Experience	1
COE 115(CU)	Co-op Work Experience Seminar I	1
CUL 110	Sanitation and Safety	2
CUL 140	Basic Culinary Skills	5
CUL 170	Garde Manger I	3
CUL 240	Advanced Culinary Skills	5
Total Credits		**18**

FALL SEMESTER I
CUL 110
CUL 140
CUL 170

SUMMER SEMESTER I
COE 111(CU)
COE 115(CU)

SPRING SEMESTER I
COE 110(CU)
CUL 240

Customer Service
CERTIFICATE (C25120)

Certificate Program
This program stresses the importance of customer relations in the business world. Emphasis is placed on developing communication tools, understanding the business environment and learning how to respond to complex customer requirements and to efficiently handle stressful situations. Upon completion, students should be able to demonstrate the ability to understand and communicate with customers and resolve problems and complaints.

		Semester Hour Credits
Major Courses		
BUS 137	Principles of Management	3
BUS 240	Business Ethics	3
CIS 111	Basic PC Literacy	2
MKT 223	Customer Service	3
MKT 120	Principles of Marketing	3
	or	
BUS 121	Business Math	3
Total Hours		**14**

FALL SEMESTER I
BUS 137
BUS 240
CIS 111

SPRING SEMESTER I
MKT 223
MKT 120 or BUS 121

Dental Assisting
DIPLOMA (D45240)
This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.

Diploma Program
The Dental Assisting curriculum prepares individuals to assist the dentist in the delivery of dental treatment and to function as integral members of the dental team while performing chairside and related office and laboratory procedures.

Course work includes instruction in general studies, biomedical sciences, dental sciences, clinical sciences, and clinical practice. A combination of lecture, laboratory, and clinical experiences provide students with knowledge in infection/hazard control, radiography, dental materials, preventive dentistry, and clinical procedures.

Graduates may be eligible to take the Dental Assisting National Board Examination to become Certified Dental Assistants. As a Dental Assistant II, defined by the Dental Laws of North Carolina, graduates work in dental offices and other related areas.

"The Commission on Dental Accreditation will review complaints that relate to a program's compliance with the accreditation standards. The Commission is interested in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the Commission's policy and procedure for submission of complaints may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago, IL 60611 or by calling 1-800-621-8099 extension 4653."

		Semester Hour Credits
I. General Education Courses		
ENG 102	Applied Communications II	3
PSY 118	Interpersonal Psychology	3
II. Major Courses		
BIO 106	Anatomy/Physiology/Microbiology	3
DEN 100	Basic Orofacial Anatomy	2
DEN 101	Preclinical Procedures I	7
DEN 102	Dental Materials	5
DEN 103	Dental Sciences	2
DEN 104	Dental Health Education	3
DEN 105	Practice Management	2
DEN 106	Clinical Practice I	5
DEN 107	Clinical Practice II	5
DEN 111	Infection/Hazard Control	2
DEN 112	Dental Radiography	3

III. Other Required Courses
CIS 111 Basic PC Literacy 22

Total Credits 47

FALL SEMESTER I
BIO 106
DEN 100
DEN 101
DEN 102
DEN 111

SUMMER SEMESTER I
CIS 111
DEN 107
ENG 102

SPRING SEMESTER I
DEN 103
DEN 104
DEN 105
DEN 106
DEN 112
PSY 118

Dental Hygiene

A.A.S. DEGREE (A45260)

This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.

Associate in Applied Science Program

This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.

The curriculum is designed to prepare male and female students as primary preventive oral health professionals licensed to practice dental hygiene. Upon successful completion of the program, graduates will be eligible to take the national board, regional and state board examinations leading to licensure as a registered dental hygienist (R.D.H.).

Course work includes instruction in general studies, biomedical sciences, dental sciences, clinical theory and clinical practice. A combination of lecture, laboratory, and clinical experiences provide the students with knowledge in dental hygiene services, radiography, pathology, pharmacology, oral anatomy and periodontology.

Graduates may practice dental hygiene in dental offices, federal and state dental clinics, local health departments, school districts, correctional facilities, and private and public facilities for pediatric, geriatric, and other individuals/groups with special needs. Dental hygienists also participate in education, research, and sales.

The program in dental hygiene is accredited by the Commission on Dental Accreditation and has been granted the accreditation status of accreditation eligible. The Commission is a specialized accrediting body recognized by the United States Department of Education.

"The Commission on Dental Accreditation will review complaints that relate to a program's compliance with the accreditation standards. The Commission is interested in the sustained quality and continued improvement of dental and dental-related education programs but does not intervene on behalf of individuals or act as a court of appeal for individuals in matters of admission, appointment, promotion or dismissal of faculty, staff or students.

A copy of the appropriate accreditation standards and/or the Commission's policy and procedure for submission of complaints may be obtained by contacting the Commission at 211 East Chicago Avenue, Chicago, IL 60611 or by calling 1-800-621-8099 extension 4653."

All students who wish to apply for the Dental Hygiene Program must have completed a Chemistry and Biology course in high school or college and achieve a grade of a " C" or higher. Applicants who have taken the GED may also meet this requirement if they achieved a standard score of 45 on the GED Natural Science Test. (The GED Natural Science Test will not satisfy the Chemistry requirement.) If an applicant received the GED more than five years ago, they will be required to complete a biology. All science requirements must be completed within five years of admission into the Dental Hygiene Program.

Semester Hour Credits

I. General Education Courses
BIO 169 Anatomy and Physiology II 4
ENG 111 Expository Writing 3
ENG 114 Professional Research and Reporting 3
SOC 240 Social Psychology 3
Humanities/Fine Arts Elective 3

II. Major Courses
DEN 110 Orofacial Anatomy 3
DEN 111 Infection/Hazard Control 2
DEN 112 Dental Radiography 3
DEN 120 Dental Hygiene Preclinic Lecture 2
DEN 121 Dental Hygiene Preclinic Lab 2
DEN 123 Nutrition/Dental Health 2
DEN 124 Periodontology 2
DEN 130 Dental Hygiene Theory I 2
DEN 131 Dental Hygiene Clinic I 3
DEN 140 Dental Hygiene Theory II 1
DEN 141 Dental Hygiene Clinic II 2
DEN 220 Dental Hygiene Theory III 2
DEN 221 Dental Hygiene Clinic III 4
DEN 222 General & Oral Pathology 2
DEN 223 Dental Pharmacology 2
DEN 224 Materials and Procedures 2
DEN 230 Dental Hygiene Theory IV 1
DEN 231 Dental Hygiene Clinic IV 4
DEN 232 Community Dental Health 3
DEN 233 Professional Development 2
BIO 175 General Microbiology 3

III. Required Subject Areas:
BIO 168 Anatomy and Physiology I 4

IV. Other Major Hours
DEN 125 Dental Office Emergencies 1

V. Other Required Courses:
CIS 111 Basic PC Literacy 2

Total Credits 72

FALL SEMESTER I	FALL SEMESTER II
BIO 168	DEN 123
DEN 110	DEN 220
DEN 111	DEN 221
DEN 112	DEN 224
DEN 120	ENG 111
DEN 121	SOC 240

SPRING SEMESTER I	SPRING SEMESTER II
BIO 169	DEN 230
CIS 111	DEN 231
DEN 124	DEN 232
DEN 130	DEN 233
DEN 131	ENG 114
DEN 223	Humanities/ Fine Arts Elect

SUMMER SEMESTER I
BIO 175
DEN 125
DEN 140
DEN 141
DEN 222

Students are responsible for purchasing their own liability insurance, dental instruments, dental hand-piece, Hepatitis B vaccination and textbooks. Additional expenses are outlined in the Dental Hygiene admissions information available in the admissions office.

Drafting

See Mechanical Engineering Technology page 132

E-Commerce

A.A.S. DEGREE (A25121)
(CONCENTRATION OF BUSINESS ADMINISTRATION)

Associate in Applied Science Program

Electronic Commerce is a concentration under the title of Business Administration. This curriculum is designed to prepare individuals for a career in the Internet economy.

Course work includes topics related to electronic business, Internet strategy in business, basic business principles in the world of E-Commerce. Students will be able to demonstrate the ability to identify and analyze such functional issues as planning, technical systems, marketing, security, finance, law, design, implementation, assessment and policy issues at an entry level.

Graduates from this program will have a sound business educational base for life long learning. Graduates are prepared for employment opportunities in government agencies, financial institutions, and small to medium size businesses or industry.

Semester Hour Credits

I. General Education Courses
ENG 111 Expository Writing 3
ENG 114 Professional Research and Reporting 3
Natural Science Elective or MAT 115 or higher 3
Social/Behavioral Science Elective 3

Humanities/Fine Arts Elective
At least 3 SHC from the following:
HUM 110 Technology and Society 3
HUM 115 Critical Thinking 3

II. Major Courses
A. Core
ACC 120 Prin of Financial Acct 4
BUS 115 Business Law I 3
BUS 137 Principles of Management 3
MKT 120 Principles of Marketing 3

Required Subject Area
ECO 151 Survey of Economics 3
CIS 110 Introduction to Computers 3

B. Concentration
CIS 172 Intro to the Internet 3
ECM 168 Electronic Business 3
ECM 210 Intro to E-Commerce 3
ECM 220 E-Commerce Planning and Implementation. 3
ECM 230 Capstone Project 3

C. Other Major Courses

BUS 121	Business Math	3
BUS 225	Business Finance	3
ITN 130	Web Site Management	3
ITN 160	Principles of Web Design	3
ITN 170	Intro to Internet Databases	3
ITN 270	Advanced Internet Databases	3

III. E-Commerce Electives

At least 3 SHC from the following:

BUS 230	Small Business Management	3
BUS 280	REAL Small Business	4
CIS 120	Spreadsheet I	3
COE111(CM)	Co-op Work Experience I	1
COE121(CM)	Co-op Work Experience II	1
COE131(CM)	Co-op Work Experience III	1
MKT 223	Customer Service	3

Total Credits 70/71

FALL SEMESTER I	FALL SEMESTER II
ACC 120	ECM 210
BUS 115	ECM 220
BUS 121	ECO 151
CIS 110	ITN 160
ENG 111	ITN 170
Social/Behav Science Elect	BUS 225

SPRING SEMESTER I	SPRING SEMESTER II
CIS 172	E-Commerce Elective
ECM 168	BUS 137
ENG 114	ECM 230
ITN 130	ITN 270
MKT 120	Humanities/Fine Arts Elect

Natural Science or MAT 115 or higher

Early Childhood Associate

A.A.S. DEGREE (A55220)
DIPLOMA (D55220)
CERTIFICATE (C55220)

Associate in Applied Science Program

The Early Childhood Associate curriculum prepares individuals to work with children from infancy through middle childhood in diverse learning environments. Students will combine learned theories with practice in actual settings with young children under the supervision of qualified teachers.

Course work includes child growth and development; physical/nutritional needs of children; care and guidance of children; and communication skills with parents and children. Students will foster the cognitive/language, physical/motor, social/emotional and creative development of young children.

Graduates are prepared to plan and implement developmentally appropriate programs in early childhood settings. Employment opportunities include child development and child care programs, preschools, public and private schools, recreational centers, Head Start Programs, and school age programs.

Semester Hour Credits

I. General Education Courses

ENG 111	Expository Writing	3
ENG 114	Professional Research & Reporting	3
Humanities/Fine Arts Elective		3
MAT 115	Mathematical Models	3
PSY 150	General Psychology	3

II. Major Courses

COE 111(ED)	Co-op Work Experience I	1
COE 115(ED)	Work Experience Seminar I	1
EDU 111	Early Childhood Cred I	2
EDU 131	Children, Family & Community	3
EDU 144	Child Development I	3
EDU 145	Child Development II	3
EDU 146	Child Guidance	3
EDU 221	Children with Special Needs	3
EDU 151	Creative Activities	3
EDU 151A	Creative Activities Lab	1
EDU 153	Health, Safety, Nutrition	3
EDU 185	Cognitive/Language Activities	3
EDU 185A	Cognitive/Language	1
EDU 234	Infant, Toddler & Twos	3
EDU 251	Exploration Activities	3
EDU 251A	Exploration Activities Lab	1
EDU 259	Early Childhood Curriculum Planning	3
EDU 261	Early Childhood Administration	2
EDU 262	Early Childhood Administration II	3
EDU 263	Dev. School Age Prog.	2
SOC 210	Introduction to Sociology	3
SOC 213	Sociology of the Family	3

III. Early Childhood Electives

Students are required to take at least 2 SHC from the following:

EDU 188	Issues in Early Childhood	2
EDU 235	School Age Dev. & Program	2

and

Select 4 SHC from the following courses:

EDU 112	Early Childhood Credential II	2
EDU 113	Family Credential	2
EDU 119	Early Childhood Education	4

IV. Other Required Courses

CIS 111	Basic PC Literacy	2

Total Credits 72

FALL SEMESTER I
Early Childhood 2 SHC Elect
EDU 111
EDU 151
EDU 151A
ENG 111
MAT 115
PSY 150

FALL SEMESTER II
EDU 145
EDU 185
EDU 185A
EDU 234
EDU 259
EDU 261
Humanities/Fine Arts Elect

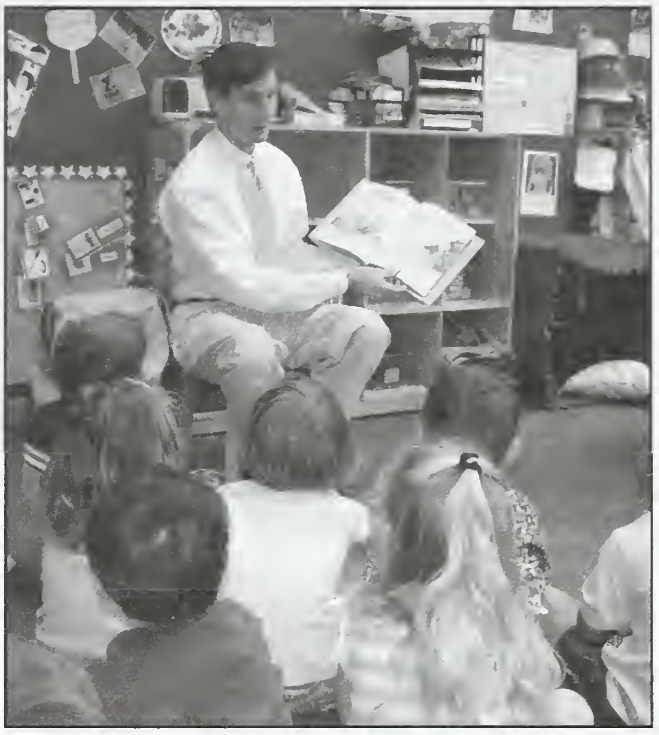
SPRING SEMESTER I
EDU 131
EDU 144
EDU 146
EDU 153
SOC 210
Early Childhood 4 SHC Elect

SPRING SEMESTER II
COE 111(ED)
COE 115(ED)
EDU 221
EDU 251
EDU 251A
EDU 262
EDU 263
SOC 213

SUMMER SEMESTER I
CIS 111
ENG 114
Humanities/Fine Arts Elective (if offered)

Early Childhood Associate
Diploma Program

		Semester Hour Credits
I. General Education Courses		
ENG 111	Expository Writing	3
PSY 150	General Psychology	3
II. Major Courses		
COE 111(ED)	Co-op Work Experience I	1
COE 115(ED)	Work Experience Seminar I	1
EDU 111	Early Childhood Credential I	2
EDU 112	Early Childhood Credential II	2
or		
EDU 113	Family Credential	2
EDU 131	Children, Family & Community	3
EDU 144	Child Development I	3
EDU 145	Child Development II	3
EDU 146	Child Guidance	3
EDU 221	Children with Special Needs	3
IV. Other Required Courses		
CIS 111	Basic PC Literacy	2
V. Other Major Courses		
EDU 153	Health, Safety and Nutrition	3
EDU 188	Early Childhood Issues	2
	or	
EDU 235	School Age Dev. & Program	2
EDU 234	Infants, Toddlers and Twos	3
Total Credits		**41**



FALL SEMESTER I
Early Childhood 2 SHC Elect
EDU 111
ENG 111
PSY 150

FALL SEMESTER II
EDU 145
EDU 234

SPRING SEMESTER I
EDU 112
EDU 113
EDU 131
EDU 144
EDU 146
EDU 153

SPRING SEMESTER II
COE 111(ED)
COE 115(ED)
EDU 221

SUMMER SEMESTER I
CIS 111

Early Childhood Associate
Certificate Program

		Semester Hour Credits
I. General Education Courses		
EDU 111	Early Childhood Credential I	2
EDU 112	Early Childhood Credential II	2
	or	
EDU 113	Family Credential	2
EDU 131	Child, Family and Community	3
EDU 144	Child Development I	3
EDU 146	Child Guidance	3
PSY 150	General Psychology	3
Total Credits		**16**

(Offered over two semesters)

Electrical/Electronics Technology

A.A.S. DEGREE (A35220)
DIPLOMA (D35220)
CERTIFICATE (C35220)

Associate in Applied Science Program

The Electrical/Electronics Technology curriculum is designed to provide training for persons interested in the installation and maintenance of electrical/electronic systems found in residential, commercial and industrial facilities.

Training, most of which is hands-on, will include such topics as AC/DC theory, basic wiring practices, digital electronics, programmable logic controllers, industrial motor controls, the National Electric Code, and other subjects as local needs require.

Graduates should qualify for a variety of jobs in the electrical/electronic field as an on-the-job trainee or apprentice, assisting in the layout, installation, and maintenance of electrical/electronic systems.

		Semester Hour Credits
I. General Education Courses		
ENG 111	Expository Writing	3
ENG 114	Professional Research & Reporting	3
Humanities/Fine Arts Elective		3
MAT 121	Algebra/Trigonometry I	3
Social/Behavioral Science Elective		3
II. Major Courses		
BPR 130	Blueprint Reading/Construction	2
CIS 111	Basic PC Literacy	2
ELC 112	DC/AC Electricity	5
ELC 113	Basic Wiring I	4
ELC 114	Basic Wiring II	4
ELC 115	Industrial Wiring	4
ELC 117	Motors and Controls	4
ELC 118	National Electrical Code	2
ELC 119	NEC Calculations	2
ELC 125	Diagrams & Schematics	2
ELC 128	Introduction to PLC	3
ELC 228	PLC Applications	4
ELN 133	Digital Electronics	4
ELN 229	Industrial Electronics	4
ELN 131	Electronic Devices	4
HYD 110	Hydraulics/Pneumatics I	3
III. Electrical/Electronics Electives		
Students must take 2 SHC from the following:		
ELC 229	Applications Project	2
COE 112(EE)	Co-op Work Exp I	2
Total Credits:		**70**

FALL SEMESTER I
BPR 130
CIS 111
ELC 112
ELC 113
MAT 121

FALL SEMESTER II
ELN 131
ELN 133
ENG 114
Humanities/Fine Arts Elect
HYD 110

SPRING SEMESTER I
ELC 114
ELC 117
ELC 118
ELC 125
ENG 111

SPRING SEMESTER II
ELC 228
Electrical/Elect Elective
ELN 229
Social/Behav Science Elect

SUMMER SEMESTER I
ELC 115
ELC 119
ELC 128

Electrical/Electronics Technology Diploma Program

		Semester Hour Credits
I. General Education Courses		
ENG 111	Expository Writing	3
MAT 121	Algebra/Trigonometry I	3
II. Major Courses		
BPR 130	Blueprint Reading/Construction	2
CIS 111	Basic PC Literacy	2
ELC 112	DC/AC Electricity	5
ELC 113	Basic Wiring I	4
ELC 114	Basic Wiring II	4
ELC 115	Industrial Wiring	4
ELC 117	Motors and Controls	4
ELC 118	National Electrical Code	2
ELC 119	NEC Calculations	2
ELC 125	Diagrams & Schematics	2
ELC 128	Introduction to PLC	3
Total Credits:		**40**

FALL SEMESTER I
BPR 130
CIS 111
ELC 112
ELC 113
MAT 121

SUMMER SEMESTER I
ELC 115
ELC 119
ELC 128

SPRING SEMESTER I
ELC 114
ELC 117
ELC 118
ELC 125
ENG 111

Electrical/Electronics Technology
Certificate Program

		Semester Hour Credits
I. General Education Courses		
BPR 130	Blueprint Reading/Construction	2
ELC 112	DC/AC Electricity	5
ELC 113	Basic Wiring I	4
ELC 117	Motors and Controls	4
Total Credits:		**15**

Electronics Engineering Technology

A.A.S. DEGREE (A40200)
CERTIFICATE (C40200)

Associate in Applied Science Program

The Electronics Engineering Technology curriculum prepares individuals to become technicians who design, build, install, test, troubleshoot, repair, and modify developmental and production electronic components, equipment, and systems such as industrial/computer controls, manufacturing systems, communication systems, and power electronic systems.

A broad-based core of courses, including basic electricity, solid-state fundamentals, digital concepts, and microprocessors, ensures the student will develop the skills necessary to perform entry-level tasks. Emphasis is placed on developing the student's ability to analyze and troubleshoot electronic systems.

Graduates should qualify for employment as engineering assistants or electronic technicians with job titles such as electronics engineering technician, field service technician, maintenance technician, electronic tester, electronic systems integrator, bench technician, and production control technician.

Basic computer skills are necessary for the successful completion of this curriculum. Students entering this program should have basic computer skills.

		Semester Hour Credits
I. General Education Courses		
COM 110	Intro to Communications	3
Humanities/Fine Arts Elective		3
Social/Behavioral Science Elective		3
ENG 111	Expository Writing	3
MAT 121	Algebra/Trigonometry I	3
II. Major Courses		
CET 111	Computer Upgrade and Repair	3
CET 212	Integrated Manufacturing Systems	2
CIS 111	Basic PC Literacy	2
CSC 133	C Language Programming	3
ELC 128	Intro to PLC's	3
ELC 131	DC/AC Circuit Analysis	5
ELC 133	Advanced Circuit Analysis	3
ELN 131	Electronic Devices	4
ELN 132	Linear IC Applications	4
ELN 133	Digital Electronics	4
ELN 231	Industrial Controls	3
ELN 232	Intro to Microprocessors	4
ELN 234	Communication Systems	4
ELN 235	Data Communications	4
ELN 237	Local Area Networks	3
MAT 122	Algebra/Trigonometry II	3
PHY 131	Physics- Mechanics	4
III. Electronics Engineering Technology Electives		
Select 3 SHC from the following courses:		
CET 211	Computer Upgrade & Repair II	3
EGR 110	Intro to Engineering Tech	2
Total Credits:		**76**

FALL SEMESTER I	FALL SEMESTER II
CET 111	ELC 128
CIS 111	ELN 133
ELC 131	ELN 234
ENG 111	ELN 237
MAT 121	CSC 133
Social/Behav Science Elect	

SPRING SEMESTER I	SPRING SEMESTER II
Electronics Eng Elective	CET 212
ELC 133	COM 110
ELN 131	ELN 232
MAT 122	ELN 235
	Humanities/Fine Arts Elect

SUMMER SEMESTER I
ELN 231
ELN 132
PHY 131

Electronics Engineering Technology
Certificate Program (EVENINGS)

FALL SEMESTER I	SPRING SEMESTER I
ELC 131	ELC 133
MAT 121	ELN 131

Esthetics Technology

CERTIFICATE (C55230)

Certificate Program

The Esthetics Technology curriculum provides competency-based knowledge, scientific/artistic principles and hands-on fundamentals associated with the art of skin care. The curriculum provides a simulated salon environment which enables students to develop manipulative skills.

Course work includes instruction in all phases of professional Esthetics Technology, business/human relations, product knowledge, and other related topics.

Graduates should be prepared to take the North Carolina Cosmetology State Board Licensing Exam and upon passing be licensed and qualify for employment in beauty and cosmetic/skin care salons, as a platform artist, and in related businesses.

		Semester Hour Credits
I. Required Courses		
COS 119	Esthetics Concepts I	2
COS 120	Esthetics Salon I	6
COS 125	Esthetics Concepts II	2
COS 126	Esthetics Salon II	6
Total Credit:		**16**

FALL SEMESTER I	SPRING SEMESTER I
COS 119	COS 125
COS 120	COS 126

Esthetics Instructors

CERTIFICATE (C55230)

To enter program, student must be a licensed esthetician or cosmetologist.

		Semester Hour Credits
I. General Education Courses		
COS 253	Esthetics Instructor Concepts I	11
COS 254	Esthetics Instructor Concept II	11
Total		**22**

Because this number of hours is required to meet a state exam requirement, this class may exceed the limits for a standard certificate class.

FALL SEMESTER I	SPRING SEMESTER II
COS 253	COS 254

Minimum requirement is 600 hours as stated by the Board of Cosmetology. This program will not run every year. Effective Fall 2003.

Film and Video Production Technology

A.A.S. DEGREE (A30140) (PROPOSED)
DIPLOMA (D31140)
CERTIFICATE (C31140)

Note: Limited classes are offered in this program. Pleas check with your advisor or Student Development.

Associate in Applied Science Program

The Film and Video Production Technology curriculum prepare students for entry-level employment in production support an selected technical areas of film, video, and associated medi production. Instruction provides training for entry-level crew and/or production and post-production assistants in man moving image media forms.

The first year content includes exposure to the entire productio process. Students are taught by industry professionals wh provide extensive hands-on instruction. In the second year students receive professional training by performing in various crew positions on actual production projects.

Graduates may find employment as entry-level crew and/o production assistants in feature and short films, commercials and industrial, educational, and documentary productions. Other opportunities include entry-level employment in pre-production and post-production areas for film and video.

		Semester Hour Credits
I. General Education Courses		
ENG 111	Expository Writing	3
COM 110	Intro to Communications	3
MAT 140	Survey of Mathematics	3
MAT 140A	Survey of Mathematics Lab	1
	or	
MAT 171	Precalculus Algebra	3
MAT 171A	Precalculus Algebra Lab	1
Social/Behavioral Science Elective		3
Humanities/Fine Arts Elective		3
II. Major Courses		
FVP 111	Introduction to Film and Video	3
FVP 112	Art Department Operations	3
FVP 113	Grip and Electrical I	3
FVP 114	Camera and Lighting I	3
FVP 115	Camera and Lighting II	3
FVP 116	Sound Operations	3
FVP 120	Art Department Operations II	3
FVP 130	Grip and Electrical II	3
FVP 212	Production Techniques I	5
FVP 213	Production Techniques II	5
III. Other Major Courses		
FVP 117	Make-Up and Wardrobe	3
FVP 211	Continuity and Locations	3
FVP 220	Editing I	3
FVP 221	Editing II	3

FVP 250	Production Specialities I	3
CIS 110	Introduction to Computers	3
COE 111(FV)	Co-op Work Experience I	1
COE 112(FV)	Co-op Work Experience I	2
Total Credits		**70**

FALL SEMESTER I	FALL SEMESTER II
CIS 110	FVP 117
COM 110	FVP 120
FVP 111	FVP 139
FVP 112	FVP 212
FVP 114	FVP 220
MAT 140 or 171	
MAT 140A or 171A	

SPRING SEMESTER I	SPRING SEMESTER II
ENG 111	COE 112(FV)
FVP 113	FVP 213
FVP 115	FVP 221
FVP 116	FVP 211
	FVP 250

SUMMER SEMESTER I
COE 111(FV)

Film and Video Production Technology
Diploma Program

		Semester Hour Credits
I. General Education Courses		
COM 110	Introduction to Communications	3
ENG 111	Expository Writing	3
II. Major Courses		
CIS 110	Introduction to Computers	3
FVP 111	Introduction to Film and Video	3
FVP 112	Art Department Operations I	3
FVP 113	Grip and Electrical I	3
FVP 114	Camera and Lighting I	3
FVP 115	Camera and Lighting II	3
FVP 116	Sound Operations	3
FVP 120	Art Department Operations II	3
FVP 212	Production Techniques I	5
FVP 220	Editing I	3
FVP 250	Production Specialities I	3
Total Credits		**41**

FALL SEMESTER I	SUMMER SEMESTER
COM 110	FVP 212
FVP 111	FVP 220
FVP 112	
FVP 113	
FVP 114	

SPRING SEMESTER I
CIS 110
ENG 111
FVP 115
FVP 116
FVP 120
FVP 250

Film and Video Production Technology
Certificate Program

		Semester Hour Credits
I. General Education Courses		
CIS 110	Introduction to Computers	3
FVP 111	Introduction to Film and Video	3
FVP 114	Camera & Lighting I	3
FVP 115	Camera & Lighting II	3
FVP 116	Sound Operations I	3
FVP 220	Editing I	3
Total Credits		**18**

FALL SEMESTER I	SPRING SEMESTER I
CIS 110	FVP 115
FVP 111	FVP 116
FVP 114	FVP 220

Hotel and Restaurant Management

A.A.S. DEGREE (A25240)
CERTIFICATE-LODGING TRACK (C25240L)
CERTIFICATE-RESTAURANT TRACK (C25240R)

Associate in Applied Science Program

The Hotel and Restaurant Management curriculum prepares students to understand and apply the administrative and practical skills needed for supervisory and managerial positions in hotels, motels, resorts, inns, restaurants, institutions, and clubs.

Course work includes front office management, food preparation, guest services, sanitation, menu writing, quality management, purchasing, and other areas critical to the success of hospitality professionals.

Upon completion graduates should qualify for supervisory or entry-level management positions in food and lodging including, front office, reservations, housekeeping, purchasing, dining room, and marketing. Opportunities are also available in the support areas of food and equipment sales.

		Semester Hour Credits
I. General Education Courses		
COM 110	Intro to Communication	3
ENG 111	Expository Writing	3
Humanities/Fine Arts Elective		3
MAT115 or higher		3
Social/Behavioral Science Elective		3
II. Major Courses		
ACC 175	Hotel and Restaurant Accounting	4
COE 110(HO)	World of Work	1
COE 111(HO)	Co-op Work Experience I	1
COE 115(HO)	Work Experience Seminar I	1
COE 121(HO)	Co-op Work Experience II	1

COE 125(HO)	Work Experience Seminar II	1
CUL 110	Sanitation and Safety	2
CUL 110A	Sanitation and Safety Lab	1
CUL 120	Purchasing	2
CUL 120A	Purchasing Lab	1
CUL 125	Hospitality Information Systems	2
CUL 135	Food and Beverage Service	2
CUL 135A	Food and Beverage Service Lab	1
HRM 110	Introduction to Hospitality	2
HRM 140	Hospitality/Tourism Law	3
HRM 210	Meetings and Conventions	3
HRM 215	Restaurant Management	3
HRM 215A	Restaurant Management Lab	1
HRM 220	Food and Beverage Cost Control	3
HRM 220A	Food and Beverage Cost Control Lab	3
HRM 240	Hospitality Marketing	3
HRM 245	Hospitality Human Resource Mgt.	3
HRM 280	Hospitality Management Problems	3

III. Hotel/Restaurant Electives

Students must take at least 10 SHC from the following:

BUS 280	R.E.A.L. Small Business	4
COE 131(HO)	Co-op Work Experience III	1
CUL 140	Basic Culinary Skills	5
CUL 214	Wine Appreciation	2
CUL 240	Advanced Culinary Skills	5
HRM 115	Housekeeping	3
HRM 115A	Housekeeping Lab	1
HRM 120	Front Office Procedures	3
HRM 120A	Front Office Procedures Lab	1
HRM 130	Bed and Breakfast Management	2
HRM 135	Facilities Management	2
HRM 225	Beverage Management	2
HRM 230	Club and Resort Management	2

Total Credits 70

FALL SEMESTER I
CUL 110
CUL 110A
CUL 125
HRM 110
HRM 140
ENG 111
Social/Behav Science Elect
Humanities/Fine Arts Elect

FALL SEMESTER II
ACC 175
COE 121(HO)
COE 125(HO)
CUL 120
CUL 120A
HRM 220
HRM 220A
HRM 240

SPRING SEMESTER I
COM 110
CUL 135
CUL 135A
CUL 140 or
HRM 120 and
HRM 120A
HRM 245
MAT 115
COE 110(HO)

SPRING SEMESTER II
HRM 210
HRM 215
HRM 215A
HRM 280
Hotel/Restaurant Elective
Hotel/Restaurant Elective
Hotel/Restaurant Elective

SUMMER SEMESTER I
COE111(HO)
COE115(HO)

Hotel/Restaurant Management

LODGING TRACK

Certificate Program

Semester Hour Credits

I. General Education Courses

COE 110(HO)	World of Work	1
COE 111(HO)	Co-op Work Experience I	1
COE 115(HO)	Work Experience Seminar I	1
HRM 110	Intro to Hospitality	2
HRM 120	Front Office Procedures	3
HRM 120A	Front Office Procedures Lab	1
HRM 140	Hospitality/Tourism Law	3
HRM 210	Meetings and Conventions	3

II. Hotel/Restaurant Electives

Students must take at least 3 SHC from the following:

HRM 115/A	Housekeeping /Lab	3/1
HRM 240	Hospitality Marketing	3
	or	
HRM245	Hospitality Human Resource Mgt.	3

Total Credits 18/19

FALL SEMESTER I
HRM 110
HRM 140
Hotel/Restaurant Elective

SUMMER SEMESTER I
COE 111(HO)
COE 115(HO)

SPRING SEMESTER I
COE 110(HO)
HRM 120
HRM 120A
HRM 210

Hotel Restaurant Management
RESTAURANT TRACK
Certificate Program

		Semester Hour Credits
I. General Education Courses		
COE 110(HO)	World of Work	1
COE 111(HO)	Co-op Work Experience I	1
COE 115(HO)	Work Experience Seminar I	1
CUL 110	Sanitation and Safety	2
CUL 110A	Sanitation and Safety Lab	1
CUL 135	Food and Beverage Service	2
CUL 135A	Food and Beverage Service Lab	1
HRM 110	Intro to Hospitality	2
HRM 215	Restaurant Management	3
HRM 215A	Restaurant Management Lab	1
HRM 245	Hospitality Human Resource Mgt.	3
Total Credits		**18**

FALL SEMESTER I
CUL 110
CUL 110A
CUL 135
CUL 135A
HRM 110

SUMMER SEMESTER I
COE 111(HO)
COE 115(HO)

SPRING SEMESTER I
COE 110(HO)
HRM 215
HRM 215A
HRM 245

Industrial Systems Technology
(Industrial Maintenance Technology)
DIPLOMA (D5240)
CERTIFICATE (C5240I)

Diploma Program
The Industrial Systems Technology curriculum is designed to prepare or upgrade individuals to service, maintain, repair, or install equipment for a wide range of industries. Instruction includes theory and skill training needed for inspecting, testing, troubleshooting, and diagnosing industrial equipment and physical facilities.

Students will learn technical skills in blueprint reading, electricity, hydraulics/pneumatics, machining, welding, and various maintenance procedures. Practical application in these industrial systems will be emphasized and additional advanced course work may be offered.

Upon completion of any of the various levels of this curriculum, graduates should gain the necessary practical skills and related technical information to qualify for employment or advancement in the various areas of industrial maintenance technology.

		Semester Hour Credits
I. General Education Courses		
ENG 101	Applied Communications I	3
MAT 101	Applied Mathematics I	3
II. Major Courses		
AHR 120	HVACR Maintenance	2
BPR 111	Blueprint Reading	2
BPR 121	Blueprint Reading: Mechanical	2
CIS 111	Basic PC Literacy	2
ELC 111	Introduction to Electricity	3
ELC 125	Diagrams and Schematics	2
HYD 110	Hydraulics/Pneumatics I	3
ISC 112	Industrial Safety	2
MEC 111	Machine Processes I	3
MEC 130	Mechanisms	3
MEC 131	Metal Working Processes	3
MNT 110	Introduction to Maintenance Procedures	2
MNT 111	Maintenance Practices	3
MNT 220	Rigging and Moving	2
MNT 230	Pumps and Piping Systems	2
PLU 111	Introduction to Basic Plumbing	2
WLD 112	Basic Welding Processes	2
Total Credits		**46**

FALL SEMESTER I
BPR 111
ELC 111
MAT 101
MEC 111
MEC 131
MNT 110
PLU 111

SUMMER SEMESTER I
AHR 120
CIS 111
ELC 125
MNT 220
MNT 230

SPRING SEMESTER I
BPR 121
ENG 101
HYD 110
ISC 112
MEC 130
MNT 111
WLD 112

Industrial Systems Technology
Certificate Program

		Semester Hour Credits
I. General Education Courses		
MEC 111	Machine Processes I	3
MEC 130	Mechanisms	3
MEC 131	Metal Working Processes	3
MNT 110	Introduction to Maintenance Procedures	2
MNT 111	Maintenance Practices	3
Total Credits		**14**

Instrumentation Process Controls
(Electronics Engineering Technology)

A.A.S. DEGREE (A4020A)
DIPLOMA (D4020A)
CERTIFICATE (C4020A)

Associate in Applied Science Program

Instrumentation is a concentration under the curriculum title of Electronics Engineering Technology. This curriculum prepares individuals for positions in the process control field. This curriculum develops the knowledge of measuring and controlling devices and the technical skills involved in the application of instrument control to processes, systems and operations.

Basic computer skills are necessary for the successful completion of this curriculum.

Course work includes training in production control and process variables such as temperature, pressure, flow, level, humidity, density and viscosity. Students will gain a fundamental knowledge of mechanics, electronics, pneumatics, programmable logic controllers, and the manufacturing processes.

Graduates of the curriculum are employed as instrumentation technicians which install, calibrate, and maintain sensing, telemetering, and recording instrumentation and circuitry. Other duties may include devising, setting up, and operating instrumentation equipment involved in testing mechanical, structural, or electrical equipment.

		Semester Hour Credits
I. General Education Courses		
COM 110	Introduction to Communications	3
Humanities/Fine Arts Elective		3
Social/Behavioral Science Elective		3
ENG 111	Expository Writing	3
MAT 121	Algebra/Trig I	3
II. Major Courses		
CSC 133	C Programming	3
ELC 128	Introduction to PLC's	3
ELC 131	AC/DC Circuit Analysis	5
ELN 131	Electronic Devices	4
ELN 132	Linear Circuits and Applications	4
ELN 133	Digital Electronics	4
ELN 231	Industrial Controls	3
ELN 232	Introduction to Microprocessors	4
HYD 110	Hydraulics/Pneumatics I	3
MAT 122	Algebra/Trig II	3
PCI 161	Introduction to Instrumentation	1
PCI 162	Instrumentation Controls	3
PCI 261	Process Measurement	3
PCI 262	Introduction to Process Controls	4
PCI 263	Advanced Process Controls	4
PCI 264	Process Controls with PLC's	4
PHY 131	Physics/Mechanics	4
CIS 111	Basic PC Literacy	2
Total Hours:		**76**

FALL SEMESTER I	FALL SEMESTER II
ELC 131	CSC 133
ENG 111	ELC 128
CIS 111	ELN 133
MAT 121	PCI 261
PCI 161	PCI 262
SPRING SEMESTER I	**SPRING SEMESTER II**
COM 110	ELN 232
ELN 131	HYD 110
MAT 122	PCI 263
PCI 162	PCI 264
Social/Behav Science Elect	Humanities/Fine Arts Elect

SUMMER SEMESTER I
ELN 132
ELN 231
PHY 131

Instrumentation Process Controls
(Electronics Engineering Technology)

Diploma Program

Basic computer skills are necessary for the successful completion of this curriculum.

Instrumentation is a concentration under the curriculum title of Electronics Engineering Technology. This curriculum prepares individuals for positions in the process control field. This curriculum develops the knowledge of measuring and controlling devices and the technical skills involved in the application of instrument control to processes, systems and operations.

Course work includes training in production control and process variables such as temperature, pressure, flow, level, humidity, density and viscosity. Students will gain a fundamental knowledge of mechanics, electronics, pneumatics, programmable logic controllers, and the manufacturing processes.

Graduates of the curriculum are employed as instrumentation technicians which install, calibrate, and maintain sensing, telemetering, and recording instrumentation and circuitry. Other duties may include devising, setting up, and operating instrumentation equipment involved in testing mechanical, structural, or electrical equipment.

Semester Hour Credits

I. General Education Courses

COM 110	Introduction to Communications	3
ENG 111	Expository Writing	3
MAT 121	Algebra/Trig I	3
Humanities/Fine Arts Elective		3
Social/Behavioral Science Elective		3

II. Major Courses

ELC 117	Motors and Controls	4
ELC 128	Introduction to PLC's	3
PCI 161	Introduction to Instrumentation	1
PCI 162	Instrumentation Controls	3
PCI 261	Process Measurement	3
PCI 262	Introduction to Process Controls	4
PCI 263	Advanced Process Controls	4
PCI 264	Process Controls with PLC's	4

Total Hours: 41

FALL SEMESTER I	FALL SEMESTER II
ENG 111	ELC 128
MAT 121	PCI 261
PCI 161	PCI 262
SPRING SEMESTER I	**SPRING SEMESTER II**
COM 110	PCI 264
PCI 162	Humanities/Fine Arts Elect
PCI 263	
Social/Behav Science Elect	

SUMMER SEMESTER I
Humanities/Fine Arts Elect

Instrumentation Process Controls

(Electronics Engineering Technology)
Certificate Program

Basic computer skills are necessary for the successful completion of this curriculum.

Instrumentation is a concentration under the curriculum title of Electronics Engineering Technology. This curriculum prepares individuals for positions in the process control field. This curriculum develops the knowledge of measuring and controlling devices and the technical skills involved in the application of instrument control to processes, systems and operations.

Course work includes training in production control, and process variables such as temperature, pressure, flow, level, humidity, density and viscosity. Students will gain a fundamental knowledge of mechanics, electronics, pneumatics, programmable logic controllers, and the manufacturing processes.

Graduates of the curriculum are employed as instrumentation technicians which install, calibrate, and maintain sensing, telemetering, and recording instrumentation and circuitry. Other duties may include devising, setting up, and operating instrumentation equipment involved in testing mechanical, structural, or electrical equipment.

Semester Hour Credits

I. Major Courses

ELC 128	Introduction to PLC's	3
PCI 161	Introduction to Instrumentation	1
PCI 162	Instrumentation Controls	3
PCI 261	Process Measurement	3
PCI 262	Introduction to Process Controls	4
PCI 263	Advanced Process Controls	4

Total Hours: 18

FALL SEMESTER I	FALL SEMESTER II
ELC 128	PCI 261
PCI 161	PCI 262
SPRING SEMESTER I	**SPRING SEMESTER II**
PCI 162	PCI 263
PCI 261	

Interior Design

A.A.S. DEGREE (A30220)

Associate in Applied Science Program

The Interior Design curriculum is designed to prepare students for a variety of job opportunities in the field of both residential and non-residential interior design. The focus of the studies is technical knowledge, professional practices, and aesthetic principles.

Curriculum content includes residential and non-residential interior design, architectural drafting, computer aided design, and universal design. Also included are basic design, history of interiors and furnishings, color theory, products, business practices, graphic presentations, and general education courses.

Graduates should qualify for a variety of jobs including residential and commercial interior design, set design, showroom design, and sales positions for furniture, textiles and accessories, and all business dealing with interiors.

Semester Hour Credits

I. General Education Courses

ART 111	Art Appreciation	3
Social/Behavioral Science Elective		3
ENG 111	Expository Writing	3
ENG 114	Professional Research & Reporting	3
MAT 115	Mathematical Model (or higher)	3
	or	
	3 SHC Natural Science	3

II. Major Courses

DES 110	Architectural Graphics	2
DES 111	Creative Problem Solving	2
DES 115	Color Theory	3
DES 120	CAD for Interior Design	2
DES 125	Graphic Presentation I	2
DES 126	Graphic Presentation II	2
DES 135	Principles and Elem. of Design I	4
DES 136	Principles and Elem. of Design II	4
DES 210	Business Practices/Interior Design	2
DES 220	Introduction to Interior Design	3
DES 225	Textiles/Fabrics	3
DES 230	Residential Design I	3
DES 231	Residential Design II	3
DES 235	Products	3
DES 240	Non-Residential Design I	3
DES 241	Non-Residential Design II	3
DES 256	History of Interiors and Furnishings II	3
DES 285	Capstone/Interior Design	4

III. Interior Design Electives

Students must take at least 3 SHC from the following:

CIS 111	Basic PC Literacy	2
COE 111(ID)	Co-op Work Experience I	1
COE 121(ID)	Co-op Work Experience II	1
COE 131(ID)	Co-op Work Experience III	1
DES 121	CAD for Int Des/Advanced	2
DES 255	History/Int & Furn I	3
DES 260	Materials Calc/Int. Design	3

Total Credits 69

FALL SEMESTER I
ART 111
DES 110
DES 125
DES 135
DES 225
MAT 115 or Higher

FALL SEMESTER II
DES 210
DES 230
DES 235
DES 240
DES 256

SPRING SEMESTER I
DES 111
DES 115
DES 120
DES 220
ENG 111
Social/Behav Science Elect

SPRING SEMESTER II
DES 231
DES 241
DES 285
ENG 114
Interior Design Elective

SUMMER SEMESTER II
DES 126
DES 136

Landscape Gardening

A.A.S. DEGREE (A55220)
CERTIFICATE (C55220)
RETENTION POND MANAGEMENT CERTIFICATE (C15260)

Associate in Applied Science Program

The Landscape Gardening curriculum emphasizes intensive, practical, hands-on training in applied horticulture to reinforce classroom lecture on theory and technique.

Course work includes plant propagation, greenhouse and nursery plant culture, turf management, plant identification, arborculture, diseases and pests of plants, and landscape planning, maintenance, and construction.

Graduates will be prepared for employment opportunities in applied horticulture related to landscape development and maintenance for residential and commercial operations. Graduates should be prepared to take the North Carolina Pesticide Applicator's Examination and the North Carolina Certified Plant Professional Examination

		Semester Hour Credits
I. General Education Courses		
ENG 111	Expository Writing	3
MAT 120	Geometry and Trigonometry	3
PSY 118	Interpersonal Psychology	3
ENG 114	Prof. Research & Reporting	3
Humanities/Fine Arts Elective		3
II. Major Courses		
COE 111(LG)	Co-op Work Experience I	1
COE 121(LG)	Co-op Work Experience II	1
COE 131(LG)	Co-op Work Experience III	1
HOR 114	Landscape Construction	3
HOR 134	Greenhouse Operations	3
LSG 111	Basic Landscape Techniques	2
LSG 121	Fall Gardening Lab	2
LSG 122	Spring Gardening Lab	2
LSG 123	Summer Gardening Lab	2
LSG 231	Landscape Supervision	3
TRF 110	Introduction to Turfgrass Cultivation and Identification	4
III. Other Major Courses		
HOR 112	Landscape Design I	3
HOR 142	Fruit & Vegetable Prod	2
HOR 160	Plant Materials I	3
HOR 164	Hort Pest Management	3
HOR 235	Greenhouse Production	3
HOR 260	Plant Materials II	3
HOR 268	Adv Propagation	4
LSG 297	Seminar	2
LSG 232	Garden Management	2
Total Credits		**73**

FALL SEMESTER I
ENG 111
Humanities/Fine Arts Elect
LSG 111
LSG 121
HOR 114
HOR 164

FALL SEMESTER II
COE 131(LG)
HOR 260
LSG 231
LSG 232
ENG 114

SPRING SEMESTER I
COE 111(LG)
MAT 120
HOR 134
HOR 142
HOR 160
LSG 122

SPRING SEMESTER II
HOR 235
HOR 268
LSG 297
TRF 110
PSY 118

SUMMER SEMESTER I
COE 121(LG)
HOR 112
LSG 123

Landscape Gardening Certificate Program

		Semester Hour Credits
I. General Education Courses		
LSG 111	Basic Landscape Techniques	2
LSG 121	Fall Gardening Lab	2
TRF 110	Intro. To Turf	4
HOR 164	Hort Pest Management	3
HOR 160	Plant Materials I	3
Total Credits		**14**

FALL SEMESTER I
LSG 111
LSG121
HOR 164

SPRING SEMESTER I
HOR 160
TRF 111

Landscape Gardening
RETENTION POND MANAGEMENT
Certificate Program

The Retention Pond Management Certificate Program provides a heavy concentration of hands-on retention pond management experience using retention ponds at the CFCC North Campus. Students will learn how to select aquatic and wetland plants for use around a retention pond including planting, fertilization and pruning. Students will also learn the basics of aquatic and wetland weed management and pest control and will receive the North Carolina Commercial Aquatic Pest Control license and the Commercial Pesticide Ground Applicators license.

		Semester Hour Credits
I. General Education Courses		
LSG 111	Basic Landscape Techniques	2
LSG 121	Fall Gardening Lab	2
HOR 160	Plant Materials I	3
HOR 164	Horticultural Pest Management	3
LSG 122	Spring Gardening Lab	2
Total Credits		**12**

FALL SEMESTER I	SPRING SEMESTER I
LSG 111	HOR 160
LSG 121	LSG 122
HOR 164	

LPN Refresher

See Nursing Programs page 135

Machining Technology

A.A.S. DEGREE (A50300)
CERTIFICATE (C50300)

Associate in Applied Science Program

The Machining Technology curriculum is designed to develop skills in the theory and safe use of hand tools, power machinery, computerized equipment and sophisticated precision inspection instruments.

Students will learn to interpret blueprints, set up manual and CNC machines, perform basic and advanced machining operations and make decisions to insure that work quality is maintained.

Employment opportunities for machining technicians exist in manufacturing industries, public institutions, governmental agencies and in a wide range of specialty machining job shops.

		Semester Hour Credits
I. General Education Courses		
ENG 111	Expository Writing	3
COM 110	Intro to Communication	3
Humanities/Fine Arts Elective		3
MAT 120	Geometry and Trigonometry	3
Social/Behavioral Science Elective		3
II. Major Courses		
MAC 111	Machining Technology I	6
MAC 112	Machining Technology II	6
MAC 113	Machining Technology III	6
MAC 122	CNC Turning	2
MAC 124	CNC Milling	2
MAC 131	Blueprint Reading: MACH I	2
MAC 132	Blueprint Reading: MACH II	2
MAC 152	Advanced Machining Calculations	2
MAC 214	Machining Technology IV	6
MAC 222	Advanced CNC Turning	2
MAC 224	Advanced CNC Milling	2
MAC 241	Jigs and Fixtures I	4
MAC 242	Jigs and Fixtures II	4
MEC 172	Introduction to Metallurgy	3
MEC 231	Computer Aided Manufacturing I	3
MEC 232	Computer Aided Manufacturing II	3
Total Credits		**70**

FALL SEMESTER I	FALL SEMESTER II
COM 110	MAC 113
MAC 111	MAC 222
MAC 131	MAC 241
MAT 120	MEC 232
MEC 172	

SPRING SEMESTER I	SPRING SEMESTER II
ENG 111	MAC 214
MAC 112	MAC 224
MAC 122	MAC 242
MAC 132	Humanities/Fine Arts Elect
Social/Behav. Science Elect	

SUMMER SEMESTER I
MAC 124
MAC 152
MEC 231

Machining Technology
COMPUTER NUMERICAL CONTROL (CNC) MACHINE TOOL OPERATOR
Certificate Program (DAY AND EVENINGS)

		Semester Hour Credits
Major Courses		
MAC 111	Machining Technology I	6
MAC 112	Machining Technology II	6
MAC 122	CNC Turning	2
MAC 124	CNC Milling	2
MAC 131	Blueprint Reading/Mach I	2
Total Hours		**18**

FALL SEMESTER I
MAC 111
MAC 131

SUMMER SEMESTER I
MAC 124

SPRING SEMESTER I
MAC 112
MAC 122

Manicuring/Nail Technology
CERTIFICATE (C55400)

Certificate Program (EVENINGS)
The Manicuring/Nail Technology curriculum provides competency-based knowledge, scientific/artistic principles, and hands-on fundamentals associated with the nail technology industry. The curriculum provides a simulated salon environment which enables students to develop manipulative skills.

Course work includes instruction in all phases of professional nail technology, product knowledge, and other related topics.

Graduates should be prepared to take the North Carolina Cosmetology State Board Licensing Exam and upon passing be licensed and qualify for employment in beauty and nail salons, as a platform artist, and in related businesses.

		Semester Hour Credits
I. Major Courses		
COS 121	Manicure/Nail Technology I	6
COS 122	Manicure/Nail Technology II	6
Total Credit:		**12**

FALL SEMESTER I
COS 121
COS 122

SPRING SEMESTER I
COS 121
COS 122

Marine and Diesel Mechanics
(Heavy Equipment and Transport Technology-Marine Systems Concentration)

A.A.S. DEGREE (A6024C)
DIPLOMA (D6024C)
CERTIFICATE (C6024C)

Associate in Applied Science Program
This curriculum provides training for individuals interested in becoming technicians which service and maintain the propulsion systems of boats and other types of marine and industrial equipment.

The course work includes the maintenance and repair procedures of mechanical, electrical, hydraulics equipment used on marine systems. Students will inspect and test equipment to determine the cause of faulty operation, and then repair and replace defective parts.

Graduates of the curriculum should qualify as marine technicians which may be employed in marinas, shipyards, industrial and trucking industries.

		Semester Hour Credits
I. General Education Courses		
ENG 111	Expository Writing	3
ENG 114	Professional Research & Reporting	3
MAT 120	Geometry and Trigonometry	3
Humanities/Fine Arts Elective		3
Social/Behavioral Science Elective		3
II. Major Courses		
CIS 111	Basic PC Literacy	2
HET 110	Diesel Engines	6
HET 112	Diesel Electrical Systems	5
HET 114	Power Trains	5
HET 115	Electronic Engines	3
HET 116	Air Condit./Diesel Equip.	2
HET 118	Mechanical Orientation	2
HET 120	Introduction to Mobile Equipment	2
HET 121	Marine Engines	4
HET 125	Preventive Maintenance	2
HET 128	Medium/Heavy Duty Tune Up	2
HET 134	Mechanical Fuel Injection	3
HET 145	Marine Electricity	4
HET 147	Marine Power Trains	4
HET 229	Brakes and Steering	2
HYD 112	Hydraulics/Medium/Heavy Duty	2
WLD 112	Basic Welding Processes	22
Total Credits:		**67**

FALL SEMESTER I
HET 110
HET 118
HET 121
ENG 111

FALL SEMESTER II
HET 114
HET 125
Humanities/Fine Arts Elect
HYD 112

SPRING SEMESTER I
CIS 111
ENG 114
HET 112
HET 120
HET 145

SPRING SEMESTER II
HET 128
HET 229
MAT 120
Social/Behav Science Elect
HET 116

SUMMER SEMESTER I
HET 115
HET 134
HET 147
WLD 112

Marine and Diesel Mechanics
Diploma Program

Semester Hour Credits

I. General Education Courses

ENG 111	Expository Writing	3
MAT 120	Geometry and Trigonometry	3

II. Major Courses

CIS 111	Basic PC Literacy	2
HET 110	Diesel Engines	6
HET 112	Diesel Electrical Systems	5
HET 115	Electronic Engines	3
HET 118	Mechanical Orientation	2
HET 121	Marine Engines	4
HET 134	Mechanical Fuel Injection	3
HET 145	Marine Electricity	4
HET 147	Marine Power Trains	4
WLD 112	Basic Welding Processes	2

Total Credits: 41

FALL SEMESTER I
HET 110
HET 118
HET 121
ENG 111

SUMMER SEMESTER I
HET 115
HET 134
HET 147
WLD 112

SPRING SEMESTER I
CIS 111
HET 112
HET 145
MAT 120

Marine and Diesel Mechanics
Certificate Program

Semester Hour Credits

I. General Education Courses

HET 110	Diesel Engines	6
HET 112	Diesel Electrical Systems	5
HET 121	Marine Engines	4

Total Credits 15

Marine Propulsion Systems

DIPLOMA (D60220)
CERTIFICATE (C60220)

(Note: Limited classes are being offered in this program. Please check with your advisor or Student Development.)

Diploma Program

The Marine Propulsion Systems curriculum is designed to provide training for mechanics through classroom instruction, laboratory experiments, and shop practices in the repair and maintenance of outboard motors, inboard engines, stern drives, and jet propulsion systems.

The course work includes the areas of outboards (introduction, midsection, and rigging), inboards (introduction, engine rebuilds, lower unit systems, transom assembly, and rigging), jet propulsion systems, and high-performance custom systems.

Graduates of the curriculum should qualify for employment opportunities as motorboat mechanics, motorboat mechanic helpers, motor board mechanics (inboard/outboard), and jet ski mechanics. Other employment can be found at marine boat sales and service firms, or they may establish their own service facility.

Semester Hour Credits

I. General Education Courses

ENG 111	Expository Writing	3
MAT 140	Survey of Mathematics	3
MAT 140A	Survey of Mathematics Lab	1

II. Major Courses:

MPS 101	Introduction to Outboards	5
MPS 102	Outboard Powerhead Systems	5
MPS 103	Outboard Lower Unit Systems	5
MPS 104	Outboard Midsection Rigging	5
MPS 105	Introduction to Inboards	5
MPS 106	Inboard Engine Rebuilds	5
MPS 107	Inboard Lower Unit Systems	5
MPS 108	Transom Assembly Rigging	5

Total Credits 47

FALL SEMESTER I
MAT 140
MAT 140A
MPS 101
MPS 102
MPS 103

SUMMER SEMESTER I
MPS 106
MPS 107

SPRING SEMESTER I
ENG 111
MPS 104
MPS 105
MPS 108

Marine Propulsion Systems

Certificate Program

(EVENINGS)

		Semester Hour Credits
I. Major Courses:		
MPS 101	Introduction to Outboards	5
MPS 102	Outboard Powerhead Systems	5
MPS 103	Outboard Lower Unit Systems	5
Total Credits		15

FALL SEMESTER I
MPS 103

SUMMER SEMESTER I
MPS 102

SPRING SEMESTER I
MPS 101

Marine Technology

A.A.S. DEGREE (A15320)

Associate in Applied Science

This curriculum is designed to provide the practical and academic skills essential for success in marine scientific support. Students will receive training in observational and measurement techniques aboard a variety of vessels including the college's own ocean-going research vessel.

Course work includes a unique blend of traditional and contemporary vocational, technical and scientific marine education. Students are trained in the use of physical, chemical, meteorological, biological, and geological oceanographic instrumentation and sampling equipment.

Graduates should qualify for entry level field or laboratory positions with industries, state and federal agencies, and educational facilities associated with marine science and research. Career opportunities include oceanography, environmental science, marine biology, geophysical exploration, and fisheries-related employment.

		Semester Hour Credits
I. General Education Courses		
Humanities / Fine Arts Elective		3
Social/ Behavioral Science Elective		3
ENG 111	Expository Writing	3
ENG 114	Professional Research and Reporting	3
MAT 121	Algebra/ Trigonometry I	3
II. Major Courses		
CIS 111	Basic PC Literacy	2
ELN 114	Marine Electronics	2
MSC 110	Training Cruise I	1
MSC 112	Training Cruise II	1
MSC 114	Training Cruise III	1
MSC 122	Boat Handling/ Seamanship	3
MSC 124	Industrial Skills	3
MSC 126	Marine Engines	2
MSC 132	Fishing Gear Technology I	3
MSC 134	Fishing Gear Technology II	2
MSC 150	Navigation	3
MSC 152	Marine Instrumentation	2
MSC 162	Oceanography I	3
MSC 164	Oceanography II	3
MSC 172	Marine Biology	3
MSC 174	Marine Invertebrate Zoology	4
MSC 182	Water Analysis I	2
MSC 216	Training Cruise IV	1
MSC 218	Training Cruise V	1
MSC 254	Marine Data Processing	2
MSC 256	Hydrographic Surveying	2
MSC 276	Marine Vertebrate Zoology	4
MSC 282	Water Analysis II	2
HEA 112	First Aid & CPR	2
MSC 154	Marine Photography	3
MSC 258	Multimedia Presentations	1
Total Credits		**73**

FALL SEMESTER I
HEA 112
MAT 121
Elect
MSC 110
MSC 122
MSC 132
MSC 162
MSC 172

FALL SEMESTER II
ENG 111
Humanities/ Fine Arts
MSC 174
MSC 216
MSC 258
Social/ Behav Science Elect

SPRING SEMESTER I
CIS 111
MSC 112
MSC 124
MSC 150
MSC 154
MSC 276

SPRING SEMESTER II
ELN 114
ENG 114
MSC 164
MSC 218
MSC 254
MSC 256
MSC 282

SUMMER SEMESTER I
MSC 114
MSC 126
MSC 134
MSC 152
MSC 182

Mechanical Engineering Technology

A.A.S. DEGREE (A40320)
DIPLOMA (D40320)
CERTIFICATE (C40320C) CAD DRAFTING
CERTIFICATE (C40320E) CAD DRAFTING ELECTRONICS

Associate in Applied Science Program

The Mechanical Engineering Technology curriculum prepares graduates for employment as mechanical technicians. Typical assignments would include assisting in the design, development, testing and repair of mechanical equipment. Emphasis is placed on the integration of theory and mechanical principles.

Coursework includes applied mechanics, manufacturing methods and processes, computer usage, computer-aided drafting, mathematics, physics, and oral and written communications. The courses will stress critical thinking, planning, and problem solving.

Graduates of the curriculum will find employment opportunities in the diversified branches of the mechanical field. Mechanical engineering technicians are employed in many types of manufacturing, fabrication, research and development, and service industries.

Semester Hour Credits

I. General Education Courses

COM 110	Intro to Communication	3
ENG 111	Expository Writing	3
MAT 121	Algebra/Trigonometry I	3
Humanities/Fine Arts Elective		3
Social/Behavorial Science Elective		3

II. Major Courses

ATR 112	Introduction to Automation	3
DDF 211	Design Drafting I	4
DDF 221	Design Drafting Project	2
DFT 111	Technical Drafting I	2
DFT 111A	Technical Drafting I Lab	1
DFT 112	Technical Drafting II	2
DFT 112A	Technical Drafting II Lab	1
DFT 151	CAD I	3
DFT 152	CAD II	3
DFT 154	Intro Solid Model/Render	3
DFT 211	Gears, Cams, & Pulleys	2
DFT 231	Jig and Fixture Design	2
ELC 111	Intro to Electricity	3
HYD 110	Hydraulics/Pneumatics I	3
ISC 112	Industrial Safety	2
MAT 122	Algebra/Trigonometry II	3
MEC 110	Introduction to CAD/CAM	2
MEC 111	Machine Processes I	3
MEC 145	Manufacturing Materials I	3
MEC 250	Statics and Strength	5
PHY 131	Physics/Mechanics	4

III. Mechanical Engineering Electives

Choose one from the following:

CSC 133	C-Programming	3
DFT 221	Electrical Drafting	4
DFT 254	Interm Solid Model/Render	3
ELC 125	Diagrams and Schematics	2
ELN 150	CAD for Electronics	2
MAC 122	CNC Turning	2
MEC 172	Metallurgy	3
WLD 112	Basic Welding Processes	2

Total Credits 73/74

FALL SEMESTER I
COM 110
DFT 111
DFT 111A
DFT 151
MAT 121
MEC 111

FALL SEMESTER II
ATR 112
DDF 221
ELC 111
Humanities/Fine Arts Elect
MEC 250

SPRING SEMESTER I
DFT 112
DFT 112A
DFT 152
ENG 111
MAT 122
MEC 110
MEC 145

SPRING SEMESTER II
DDF 211
DFT 231
HYD 110
Mechanical Eng Elective
Social/Behav Science Elect

SUMMER SEMESTER I
DFT 154
DFT 211
ISC 112
PHY 131

Mechanical Engineering Technology CAD DRAFTING Diploma Program

The CAD Drafting diploma program prepares graduates for employment as mechanical technicians. Typical assignments would include assisting in the design, development, testing and repair of mechanical equipment. Emphasis is placed on the integration of theory and mechanical principles.

Coursework includes applied mechanics, manufacturing methods and processes, computer usage, computer-aided drafting, mathematics, physics, and oral and written communications. The courses will stress critical thinking, planning, and problem solving.

Graduates of the curriculum will find employment opportunities in the diversified branches of the mechanical field. CAD drafting technicians are employed in many types of manufacturing, fabrication, research and development, and service industries.

Semester Hour Credits

I. General Education Courses

ENG 111	Expository Writing	3
COM 110	Intro to Communication	3
MAT 121	Algebra/Trigonometry I	3

II. Major Courses

DFT 111	Technical Drafting I	2
DFT 111A	Technical Drafting I Lab	1
DFT 112	Technical Drafting II	2
DFT 112A	Technical Drafting II Lab	1
DFT 151	CAD I	3
DFT 152	CAD II	3
DFT 154	Intro Solid Model/Render	3
DFT 211	Gears, Cams, & Pulleys	2
ISC 112	Industrial Safety	2
MAT 122	Algebra/Trigonometry II	3
MEC 110	Introduction to CAD/CAM	2
MEC 111	Machine Processes I	3
MEC 145	Manufacturing Materials I	3
PHY 131	Physics/Mechanics	4

Total Credits **43**

FALL SEMESTER I	SUMMER SEMESTER I
COM 110	DFT 154
DFT 111	DFT 211
DFT 111A	ISC 112
DFT 151	PHY 131
MAT 121	
MEC 111	

SPRING SEMESTER I	
DFT 112	MAT 122
DFT 112A	MEC 110
DFT 152	MEC 145
ENG 111	

Mechanical Engineering Technology
CAD DRAFTING
Certificate Program (DAY & EVENINGS) (C40320C)

Semester Hour Credits

I. General Education Courses

DFT 111	Technical Drafting I	2
DFT 111A	Technical Drafting I Lab	1
DFT 112	Technical Drafting II	2
DFT 112A	Technical Drafting II Lab	1
DFT 151	CAD I	3
DFT 152	CAD II	3

Total Credits: **12**

FALL SEMESTER I	SPRING SEMESTER I
DFT 111	DFT 112
DFT 111A	DFT 112A
DFT 151	DFT 152

Mechanical Engineering Technology
ELECTRICAL/ELECTRONIC CAD DRAFTING
Certificate Program (C40320E)

This certificate program will prepare individuals as Electrical/Electronics CAD Operators in the area of electronics and the electrical industries. This certificate program is designed to expand the capability of individuals in the industry who have strong backgrounds in the electrical and electronic fields but who have no CAD drafting skills.

Prerequisites: CIS 110, approval of instructor or must have completed the first three semesters of an electronic, electrical/electronics or Mechanical Engineering Technology two year program in the North Carolina Community College System.

Semester Hour Credits

I. General Education Courses

DFT 111	Technical Drafting I	2
DFT 111A	Technical Drafting I Lab	1
DFT 151	CAD I	3
DFT 221	Electrical Drafting	4
ELC 125	Diagrams and Schematics	2
ELN 150	CAD for Electronics	2

Total Credits: **14**

FALL SEMESTER I	SPRING SEMESTER I
DFT 111	ELC 125
DFT 111A	ELN 150
DFT 151	DFT 221

Medical Sonography
A.A.S. DEGREE A45440

Associate in Applied Science Program

The Medical Sonography curriculum provides knowledge and clinical skills in the application of high frequency sound waves to image internal body structures.

Course work includes physics, cross-sectional anatomy, abdominal, introductory vascular, and obstetrical/gynecological sonography. Competencies are attained in identification of normal anatomy and pathological processes, use of equipment, fetal growth and development, integration of related imaging, and patient interaction skills.

Graduates of accredited programs may be eligible to take examinations in ultrasound physics and instrumentation and specialty examinations administered by the American Registry of Diagnostic Medical Sonographers and find employment in clinics, physicians' offices, mobile services, hospitals, and educational institutions.

		Semester Hour Credits
I. General Education Courses		
BIO 168	Anatomy and Physiology I	4
BIO 169	Anatomy and Physiology II	4
CIS 110	Introduction to Computers	3
	or	
CIS 111	Basic PC Literacy	2
ENG 111	Expository Writing	3
ENG 114	Professional Research and Reporting	3
	or	
ENG 112	Argument-Based Research	3
Humanities/Fine Arts		3
MAT 115	Mathematical Models	3
PSY 150	General Psychology	3
II. Major Courses		
SON 110	Introduction to Sonography	3
SON 111	Sonographic Physics	4
SON 120	SON Clinical Education I	5
SON 121	SON Clinical Education II	5
SON 130	Abdominal Sonography I	3
SON 131	Abdominal Sonography II	2
SON 140	Gynecologic Sonography	2
SON 220	SON Clinical Education III	8
SON 221	SON Clinical Education IV	8
SON 225	Case Studies	1
SON 241	Obstetrical Sonography I	2
SON 242	Obstetrical Sonography II	2
SON 250	Vascular Sonography	2
SON 289	Sonographic Topics	2
III. Medical Sonography Electives		
Choose one from the following:		
BIO 163	Basic Anatomy & Physiology	5
BIO 169	Anatomy and Physiology II	4
Total Credits		**74/75**

FALL SEMESTER I	FALL SEMESTER II
BIO 168	Humanities/Fine Arts Elect
MAT 115	SON 220
SON 110	SON 225
SON 111	SON 241
SON 130	SON 250

SPRING SEMESTER I	SPRING SEMESTER II
BIO 169	SON 221
ENG 111	SON 242
SON 120	SON 289
SON 131	
SON 140	

SUMMER SEMESTER I
CIS 111
ENG 114
PSY 150
SON 121

Medical Transcription

DIPLOMA (D25320)

Diploma Program

The Medical Transcription curriculum prepares individuals to become medical language specialists who interpret and transcribe dictation by physicians and other healthcare professionals in order to document patient care and facilitate delivery of healthcare services.

Students will gain extensive knowledge of medical terminology, pharmacology, human diseases, diagnostic studies, surgical procedures, and laboratory procedures. In addition to word processing skills and knowledge of voice processing equipment, students must master English grammar, spelling, and proofreading.

Graduates should qualify for employment in hospitals, medical clinics, doctors' offices, private transcription businesses, research facilities, insurance companies, and publishing companies. After acquiring work experience, individuals can apply to the American Association for Medical Transcription to become Certified Medical Transcriptionists.

		Semester Hour Credits
I. General Education Courses		
ENG 111	Expository Writing	3
ENG 114	Professional Research/Report	3
II. Major Courses		
BIO 106	Anatomy/Physiology/Microbiology	3
CIS 111	Basic PC Literacy	2
MED 118	Medical Law & Ethics	2
MED 121	Medical Terminology I	3
MED 122	Medical Terminology II	3
OST 131	Keyboarding	2
OST 136	Word Processing	2
OST 164	Text Editing Applications	3
OST 201	Medical Transcription I	4
OST 202	Medical Transcription II	4
OST 247	CPT Coding in the Medical Office	2
OST 248	Diagnostic Coding	2
Total Credits		**38**

FALL SEMESTER I	SUMMER SEMESTER I
ENG 111	OST 202
MED 121	OST 247
OST 131	OST 248
OST 136	CIS 111
BIO 106	

SPRING SEMESTER I
ENG 114
MED 118
MED 122
OST 164
OST 201

NURSING PROGRAMS

Associate Degree Nursing (RN)

A.A.S. DEGREE-RN (A45100)

This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.

Associate in Applied Science Program

The Associate Degree Nursing (integrated) curriculum provides individuals with the knowledge and skills necessary to provide nursing care to clients and groups of clients throughout the lifespan in a variety of settings.

Courses will include content related to the nurse's role as provider of nursing care, as manager of care, as member of the discipline of nursing, and as a member of the interdisciplinary team.

Graduates of this program are eligible to apply to take the National Council Licensure Examination (NCLEX-RN) which is required for practice as a Registered Nurse. Employment opportunities include hospitals, long term care facilities, clinics, physician's offices, industry, and community agencies.

		Semester Hour Credits
I. General Education Courses		
BIO 168	Anatomy & Physiology I	4
BIO 169	Anatomy & Physiology II	4
ENG 111	Expository Writing	3
ENG 114	Professional Research & Reporting	3
	or	
ENG 112	Argument-Based Research	3
Humanities/Fine Arts Elective		3
PSY 150	General Psychology	3
II. Major Courses		
BIO 175	General Microbiology	3
NUR 110	Nursing I	8
NUR 120	Nursing II	8
NUR 130	Nursing III	7
NUR 210	Nursing IV	10
NUR 220	Nursing V	10
PSY 241	Developmental Psych	3
III. Other Required Courses		
CIS 111	Basic PC Literacy	2

*Students must achieve a "C" or higher in each course in the curriculum in order to progress semester by semester and to graduate.

Total Credits **71**

FALL SEMESTER I
BIO 168
NUR 110
PSY 150

FALL SEMESTER II
BIO 175
ENG 111
NUR 210

SPRING SEMESTER I
BIO 169
NUR 120
PSY 241

SPRING SEMESTER II
ENG 114
Humanities/Fine Arts Elect
NUR 220

SUMMER SEMESTER I
CIS 111
NUR 130

LPN Refresher

CERTIFICATE-LPN (C45390)

This program has selective admission requirements. Contact the Director of Allied Health for information and application deadlines.

Certificate

The Licensed Practical Nurse Refresher curriculum provides a refresher course for individuals previously licensed as Practical Nurses and who are ineligible for reentry into nursing practice due to a lapse in licensure for five or more years. Individuals entering this curriculum must have been previously licensed as a Practical Nurse.

Course work includes common medical-surgical conditions and nursing approaches to their management, including mental health principles, pharmacological concepts, and safe clinical nursing practice.

Graduates will be eligible to apply for reinstatement of licensure by the North Carolina Board of Nursing. Employment opportunities include hospitals, long term care facilities, clinics, physicians' offices, industry, and community health agencies.

		Semester Hour Credits
I. General Education Courses		
NUR 107	LPN Refresher	12
	NUR 107A	9
	NUR 107B	3

Total Credits **12**

Practical Nursing (LPN)

DIPLOMA (D45660)

This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.

Diploma Program

The Practical Nursing curriculum prepares individuals with the knowledge and skills to provide nursing care to children and adults.

Students will participate in assessment, planning, implementing, and evaluating nursing care.

Graduates are eligible to apply to take the National Council Licensure Examination (NCLEX-PN) which is required for practice as a Licensed Practical Nurse. Employment opportunities include hospitals, rehabilitation/long term care/home health facilities, clinics, and physicians' offices.

		Semester Hour Credits
I. General Education Courses		
BIO 106	Intro to Anat/Phys/Micro	3
ENG 111	Expository Writing	3
PSY 150	General Psychology	3
PSY 241	Developmental Psych	3
II. Major Courses		
NUR 101	Practical Nursing I	11
NUR 102	Practical Nursing II	12
NUR 103	Practical Nursing III	10
III. Other Required Courses		
CIS 111	Basic PC Literacy	2
Total Credits		**47**

FALL SEMESTER I
BIO 106
NUR 101
PSY 150

SUMMER SEMESTER I
CIS 111
NUR 103

SPRING SEMESTER I
ENG 111
NUR 102
PSY 241

Note:

CNA classes are offered through Continuing Education. Please call (910) 362-7170 for information.

Occupational Therapy Assistant

A.A.S. DEGREE (A45500)

This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.

Associate in Applied Science Program

The Occupational Therapy Assistant curriculum prepares individuals to work under the supervision of a registered/licensed occupational therapist in screening, assessing, planning, and implementing treatment and documenting progress for clients receiving occupational therapy services.

Course work includes human growth and development, conditions which interfere with activities of daily living, theory and process of occupational therapy, individual/group treatment activities, therapeutic use of self, activity analysis, and grading/adapting activities and environments.

Graduates may be eligible to take the national certification examination for practice as a certified occupational therapy assistant. Employment opportunities include hospitals, rehabilitation facilities, long-term/extended care facilities, sheltered workshops, schools, home health programs, and community programs. Successful completion of the program is required for certification and licensure.

The National Board of Certification in Occupational Therapy administers the national certification examination. The NBCOT is the certifying body for occupational therapy practitioners.

		Semester Hour Credits
I. General Education Course		
BIO 169	Anatomy and Physiology II	4
COM 110	Introduction to Communication	3
ENG 111	Expository Writing	3
ENG 112	Argument Based Research 3	
	or	
ENG 114	Professional Research and Reporting	3
Humanities/Fine Arts Elective		3
PSY 150	General Psychology	3
II. Major Courses:		
BIO 168	Anatomy and Physiology I	4
CIS 110	Introduction to Computers	3
	or	
CIS 111	Basic PC Literacy	2
OTA 110	Fundamentals of OT	3
OTA 120	OT Media I	2
OTA 130	Assessment Skills	3
OTA 140	Professional Skills I	1
OTA 150	Life Span Skills I	3
OTA 161	Fieldwork I Placement 1	1
OTA 162	Fieldwork I Placement 2	1
OTA 163	Fieldwork I Placement 3	1
OTA 170	Physical Dysfunction	3
OTA 180	Psychosocial Dysfunction	3

OTA 220	OT Media II	3
OTA 240	Professional Skills II	1
OTA 250	Life Span Skills II	3
OTA 260	Fieldwork II Placement 1	6
OTA 261	Fieldwork II Placement 2	6
OTA 280	Professional Transitions	1
PSY 241	Developmental Psychology	3
PSY 281	Abnormal Psychology	3

III. Occupational Therapy Assistant Electives
Students must select 3 SHC from the following:

SOC 240	Social Psychology	3
BUS 230	Small Business Management	3
PSY 265	Behavioral Modifications	3
SOC 213	Sociology of the Family	3
SOC 220	Social Problems	3

Total Credits 75/76

The Occupational Therapy Assistant program at CFCC is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 5720 Montgomery Lane, P.O. Box 31220, Bethesda, MD 20824-1220. AOTA's phone number is (301) 652-AOTA.

FALL SEMESTER I
BIO 168
COM 110
ENG 111
OTA 110
OTA 120
OTA 140
PSY 150

FALL SEMESTER II
ENG 112 or 114
Humanities/Fine Arts Elect
OTA 163
OTA 180
OTA 240
OTA 250
Occupat Therapy Elective

SPRING SEMESTER I
BIO 169
OTA 130
OTA 150
OTA 161
OTA 170
PSY 241

SPRING SEMESTER II
OTA 260
OTA 261
OTA 280

SUMMER SEMESTER I
CIS 110 or CIS 111
OTA 162
OTA 220
PSY 281

Students in the OTA program must achieve a "C" or higher in each course within the curriculum in order to fulfill graduation requirements. OTA core courses cannot be taken out of sequence.

Level II fieldwork placements must be completed within 18 months of completion of the didactic course work.

Office Systems Technology

A.A.S. DEGREE (A25360)
CERTIFICATE (C25360)

Associate in Applied Science Program

The Office Systems Technology curriculum prepares individuals for positions in administrative support careers. It equips office professionals to respond to the demands of a dynamic computerized workplace.

Students will complete courses designed to develop proficiency in the use of integrated software, oral and written communication, analysis and coordination of office duties and systems, and other support topics. Emphasis is placed on non-technical as well as technical skills.

Graduates should qualify for employment in a variety of positions in business, government, and industry. Job classifications range from entry-level to supervisor to middle management.

Semester Hour Credits

I. General Education Course

ENG 111	Expository Writing	3
ENG 114	Professional Research & Reporting	3
Humanities/Fine Arts Elective		3
Social/Behavioral Science Elective		3
3 SHC Natural Science, or MAT 115 or higher		3

II. Major Courses

ACC 115	College Accounting	4
BUS 121	Business Math	3
BUS 270	Professional Development	3
CIS 111	Basic PC Literacy	2
CIS 120	Spreadsheet I	3
CIS 152	Database Concepts and Applications	3
ECO 151	Survey of Economics	3
MKT 223	Customer Service	3
OST 131	Keyboarding	2
OST 132	Keyboard Skill Building	2
OST 134	Text Entry and Formatting	3
OST 136	Word Processing	2
OST 164	Text Editing Applications	3
OST 184	Records Management	2
OST 233	Office Publications Design	3
OST 236	Advanced Word/Information Processing	3
OST 289	Office Systems Management	3

III. Office Systems Technology Electives
Students must take at least 3 SHC from the following:

BUS 125	Personal Finance	3
BUS 137	Principles of Management	3
BUS 230	Small Business Management	3
BUS 280	R.E.A.L. Small Business	4
CIS 172	Intro to Internet	3

COE 111(OS) Co-op Work Experience I.....1
COE 121(OS) Co-op Work Experience II.....1
COE 131(OS) Co-op Work Experience III.....1

Total Credits.....65

FALL SEMESTER I	FALL SEMESTER II
BUS 121	ACC 115
BUS 270	CIS 152
CIS 111	ECO 151
ENG 111	MKT 223
OST 131	OST 236
Social/Behav Science Elect	

SPRING SEMESTER I	SPRING SEMESTER II
ENG 114	Office Systems Elective
Humanities/Fine Arts Elect	CIS 120
OST 134	OST 132
OST 136	OST 184
OST 164	OST 233
3 SHC Natural Science or	OST 289
MAT 115 or higher	

Office Systems Technology
COMPUTER SOFTWARE
Certificate Program

The Computer Software Certificate Program prepares graduates for employment as information processing specialists, software help desk clerks, office managers, computerized office project managers, office entrepreneurs, and administrative assistants. Upon completion of courses, students will be provided with opportunities to earn international certification as a Microsoft Office User Specialist (MOUS). The MOUS certification areas are: Excel, Access, Word Proficient, Word Expert, and PowerPoint.

Semester Hour Credits

I. General Education Courses

CIS 111	Basic PC Literacy	2
CIS 120	Spreadsheet I	3
CIS 152	Data Base	3
OST 131	Keyboarding	2
OST 136	Word Processing	2
OST 233	Office Publications Design	3
OST 236	Advanced Word Processing	3

Total Hours.....18

SUMMER SEMESTER I	FALL SEMESTER I
CIS 111	CIS 120
OST 131	OST 136

SPRING SEMESTER I
CIS 152
OST 233
OST 236

Paralegal Technology
(Legal Assistant)
A.A.S. DEGREE (A25380)
DIPLOMA (D25380)
CERTIFICATE-CIVIL LITIGATION TRACK (C25380)
CERTIFICATE-CIVIL REAL PROPERTY TRACK (C25380)

Associate in Applied Science Program

The Paralegal Technology curriculum prepares individuals to work under the supervision of attorneys by performing routine legal tasks, and assisting with substantive legal work. A paralegal/legal assistant may not practice law, give legal advice, or represent clients in a court of law.

Course work includes substantive and procedural legal knowledge in the areas of civil litigation, legal research and writing, real estate, family law, wills, estates, trusts, and commercial law. Required courses also include subjects such as English, mathematics, and computer utilization.

Graduates are trained to assist attorneys in probate work, investigations, public records search, drafting and filing legal documents, research, and office management. Employment opportunities are available in private law firms, governmental agencies, banks, insurance agencies, and other business organizations.

Semester Hour Credits

I. General Education Courses

COM 231	Public Speaking	3
ENG 111	Expository Writing	3
Humanities/Fine Art Elective		3
MAT 140	Survey of Mathematics	3
MAT 140A	Survey of Math Lab	1
Social and Behavioral Science Elective		3

II. Major Courses

LEX 110	Introduction to Paralegal Study	2
LEX 120	Legal Research/Writing I	3
LEX 130	Civil Injuries	3
LEX 150	Commercial Law I	3
LEX 210	Real Property I	3
LEX 240	Family Law	3
LEX 250	Wills Estates & Trust	3
LEX 287	CLA Review Seminar	2

III. Other Major Courses

ACC 120	Principal of Accounting I	4
CIS 110	Introduction to Computers	3
CJC 231	Constitutional Law	3
COE 111(PA)	Cooperative Work Experience	1
COE 115(PA)	Cooperative Work Experience Seminar	1
LEX 121	Legal Research.Writing II	3
LEX 151	Commercial Law II	3
LEX 160	Criminal Law and Procedure	3
LEX 170	Administrative Law	2
LEX 211	Property II	3
LEX 214	Investigation & Trial Prep	3
LEX 260	Bankruptcy & Collections	2
LEX 270	Law Office Management & Tech.	2
LEX 271	Law Office Writing	2
LEX 287	CLA Review Seminar	2

Total Credits:.....76

PARALEGAL TECHNOLOGY (DAY)

FALL SEMESTER I
CIS 110
ENG 111
LEX 110
LEX 130
LEX 150
MAT 140
MAT 140A

FALL SEMESTER II
Humanities/Fine Arts Elect
LEX 210
LEX 214
LEX 240
LEX 260
LEX 270

SPRING SEMESTER I
ACC 120
LEX 120
LEX 140
LEX 151
LEX 160
Social/Behav Science Elect

SPRING SEMESTER II
COE 111(PA)
COE 115(PA)
COM 231
LEX 211
LEX 250
LEX 287

SUMMER SEMESTER I
CJC 231
LEX 121
LEX 170
LEX 271

PARALEGAL TECHNOLOGY (NIGHT)

FALL SEMESTER I
ENG 111
LEX 110

SPRING SEMESTER III
LEX 271
CJC 231

SPRING SEMESTER I
LEX 130
LEX 150

SUMMER SEMESTER III
Humanities/Fine Arts Elect
LEX 240
LEX 260

SUMMER SEMESTER I
CIS 110
MAT 140
MAT 140A

FALL SEMESTER IV
LEX 210
LEX 270

FALL SEMESTER II
LEX 120
LEX 140
LEX 151

SPRING SEMESTER IV
COM 231
LEX 211

SPRING SEMESTER II
LEX 160
Social/Behav Science Elect

SUMMER SEMESTER IV
LEX 214
LEX 287

SUMMER SEMESTER II
ACC 120

FALL SEMESTER V
COE 111(PA)
COE 115(PA)
LEX 250

FALL SEMESTER III
LEX 121
LEX 170

*A new first year class will commence in the Fall Semester of each odd numbered year.

Paralegal Technology
Diploma Program

		Semester Hour Credits
I. General Education Courses		
COM 231	Public Speaking	3
MAT 140	Survey of Math	3
MAT 140A	Survey of Math Lab	1
LEX 110	Introduction to Paralegal Studies	2
LEX 120	Legal Research and Writing I	3
LEX 130	Civil Injuries	3
LEX 140	Civil Litigation I	3
LEX 150	Commercial Law I	3
LEX 160	Criminal Law	3
LEX 210	Real Property I	3
LEX 240	Family Law	3
LEX 250	Wills, Estate & Trust	3
LEX 260	Bankruptcy & Collections	2
CJC 231	Constitutional Law	3
Total Credits		**38**

FALL SEMESTER
LEX 110
LEX 130
LEX 160
LEX 150
LEX 210

FALL SEMESTER
CJC 231
COM 231
MAT 140
MAT 140A

SPRING SEMESTER
LEX 120
LEX 140
LEX 240
LEX 250
LEX 260

Paralegal Technology
CIVIL LITIGATION TRACK
Certificate Program

		Semester Hour Credits
I. General Education Courses		
LEX 110	Introduction to Paralegal Studies	2
LEX 130	Civil Injuries	3
LEX 140	Civil Litigation I	3
LEX 150	Commercial Law I	3
LEX 240	Family Law	3
LEX 250	Wills, Estate & Trust	3
Total Credits		**17**

FIRST SEMESTER
LEX110
LEX 130
LEX 150

SECOND SEMESTER
LEX 140
LEX 240
LEX 250

Paralegal Technology
REAL PROPERTY TRACK
Certificate Program

		Semester Hour Credits
I. General Education Courses		
LEX 110	Introduction to Paralegal Studies	2
LEX 210	Real Property I	3
LEX 211	Real Property II	3
LEX 150	Commercial Law I	3
LEX 240	Family Law	3
LEX 250	Wills, Estate & Trust	3
Total Credits		**17**

FIRST SEMESTER	SECOND SEMESTER
LEX 110	LEX 211
LEX 210	LEX 240
LEX 150	LEX 250

Pharmacy Technology
DIPLOMA (D45580)
This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.

Diploma Program
The Pharmacy Technology curriculum prepares individuals to assist the pharmacist in duties that a technician can legally perform and to function within the boundaries prescribed by the pharmacist and the employment agency.

Graduates will maintain patient's records; fill prescriptions; maintain inventories; set up, package, and label medication doses; prepare solutions and intravenous additives; and perform clerical duties, including insurance forms and forms required by third-party payers.

Graduates may be employed in hospitals, nursing homes, private and chain drug stores, research laboratories, wholesale drug companies, and pharmaceutical manufacturing facilities. Graduates will qualify to take the National Certification Examination developed by the Pharmacy Technician Certification Board.

		Semester Hour Credits
I. General Education Courses		
BIO 106	Intro to Anat/Phys/Micro	3
ENG 102	Applied Communications II	3
PSY 118	Interpersonal Psychology	3
II. Major Courses		
PHM 110	Intro to Pharmacy	3
PHM 111	Pharmacy Practice I	4
PHM 115	Pharmacy Calculations	3
PHM 115A	Pharmacy Calculations Lab	1
PHM 118	Sterile Products	4
PHM 120	Pharmacology I	3
PHM 125	Pharmacology II	3
PHM 132	Pharmacy Clinical	2
PHM 136	Pharmacy Clinical	6
PHM 140	Trends in Pharmacy	2
III. Other Major Courses		
CIS 111	Basic PC Literacy	2
PHM 155	Community Pharmacy	3
Total Credits		**45**

FALL SEMESTER I	SUMMER SEMESTER I
BIO 106	ENG 102
CIS 111	PHM 125
PHM 110	PHM 132
PHM 111	PHM 140
PHM 115	PHM 155
PHM 115A	

SPRING SEMESTER I
PHM 118
PHM 120
PHM 136
PSY 118

Phlebotomy
CERTIFICATE (C45600)
This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.

Certificate Program
The Phlebotomy curriculum prepares individuals to obtain blood and other specimens for the purpose of laboratory analysis.

Course work includes proper specimen collection and handling, communication skills, and maintaining patient data.

Graduates may qualify for employment in hospitals, clinics, physician's offices, and other health care settings and may be eligible for national certification as phlebotomy technicians.

		Semester Hour Credits
I. Major Courses		
PBT 100	Phlebotomy Technology	6
PBT 101	Phlebotomy Practicum	3
PSY 118	Interpersonal Psychology	3
Total Credits		**12**

Practical Nursing (LPN)
See Nursing Programs page 136

Radiography

A.A.S. DEGREE (A45700)

This program has selective admission requirements. Contact the Counseling Office for information and application deadlines.

Associate in Applied Science Program

The Radiography curriculum prepares the graduate to be a radiographer, a skilled health care professional who uses radiation to produce images of the human body.

Course work includes clinical rotations to area health care facilities, radiographic exposure, image processing, radiographic procedures, physics, pathology, patient care and management, radiation protection, quality assurance, anatomy and physiology, and radiobiology.

Graduates of accredited programs are eligible to apply to take the American Registry of Radiologic Technologists' national examination for certification and registration as medical radiographers. Graduates may be employed in hospitals, clinics, physicians' offices, medical laboratories, government agencies, and industry.

		Semester Hour Credits
I. General Education Courses		
BIO 168	Anatomy & Physiology I	4
BIO 169	Anatomy & Physiology II	4
ENG 111	Expository Writing	3
ENG 114	Professional Research & Reporting	3
Humanities Elective		3
PSY 150	General Psychology	3
II. Major Courses		
RAD 110	Rad Intro & Patient Care	3
RAD 111	Rad Procedures I	4
RAD 112	Rad Procedures II	4
RAD 121	Radiographic Imaging I	3
RAD 122	Radiographic Imaging II	2
RAD 131	Radiographic Physics I	2
RAD 151	RAD Clinical Ed I	2
RAD 161	RAD Clinical Ed II	5
RAD 171	RAD Clinical Ed III	4
RAD 211	Rad Procedures III	3
RAD 231	Radiographic Physics II	2
RAD 241	Radiation Protection	2
RAD 245	Radiographic Analysis	3
RAD 251	RAD Clinical Ed IV	7
RAD 261	RAD Clinical Ed V	7
III. Other Major Courses		
CIS 111	Basic PC Literacy	2
COE 110 (RA)	World of Work	1
Total Credits		**76**

FALL SEMESTER I
BIO 168
ENG 111
RAD 110
RAD 111
RAD 151

FALL SEMESTER II
ENG 114
PSY 150
RAD 211
RAD 231
RAD 251

SPRING SEMESTER I
BIO 169
RAD 112
RAD 121
RAD 161

SPRING SEMESTER II
COE 110 (RA)
Humanities Elective
RAD 241
RAD 261
RAD 245
RAD 261

SUMMER SEMESTER I
CIS 111
RAD 131
RAD 122
RAD 171

Real Estate

CERTIFICATE (C25400)

Certificate Program

The Real Estate curriculum provides the pre-licensing education required by the North Carolina Real Estate Commission to obtain a Salesperson License and a Broker License. In addition, the curriculum offers courses in real estate mathematics and basic computer software applications for personal computers.

The primary goal of the certificate program is to prepare students to successfully pass the North Carolina Licensing Examination. This examination is designed to measure the student's knowledge and understanding of the subject matter essential to real estate practice today.

The core topics covered on the North Carolina Licensing Examination include real estate law, brokerage, finance, valuation, math, as well as N.C. Real Estate License Law, Commission Rules and Trust Account Guidelines.

		Semester Hour Credits
I. Major Courses		
RLS 112	Real Estate Fundamentals	5
RLS 113	Real Estate Mathematics	2
RLS 117	Real Estate Broker	4
II. Real Estate Electives		
Students must take at least 2 SHC from the following:		
BUS 270	Professional Development	3
CIS 111	Basic PC Literacy	2
MKT 223	Customer Service	3
Total Credits		**13**

Real Estate Appraisal

CERTIFICATE (C25420)

Certificate Program

Effective January 1, 2003, each applicant for registration as a trainee or real estate appraiser shall complete ninety (90) hours of pre-licensing education, consisting of the following:
A minimum of 30 hours in REA 101;
A minimum of 30 hours in REA 102;
A minimum of 15 hours in REA 103;
A minimum of 15 hours in Uniform Standard of Professional Appraisal Practice (USPAP) REA 104

The Real Estate Appraisal curriculum is designed to prepare individuals to enter the appraisal profession as a registered trainee and advance to licensed or certified appraiser levels.

Course work includes appraisal theory and concepts with applications, the North Carolina Appraisers Act, North Carolina Appraisal Board Rules, and the Uniform Standards of Professional Appraisal Practice (USPAP).

Graduates should be prepared to complete the North Carolina Registered Trainee Examinations and advance to licensure or certification levels as requirements are met.

		Semester Hour Credits
I. Major Courses		
REA 101	Introduction to Real Estate Appraisal R-1	2
REA 102	Valuation Principles & Practices R-2	2
REA 103	Applied Residential Property Valuation R-3	1
REA 104	USPAP R-4	1
REA 201	Introduction to Income Property Appraisal G-1	2
REA 202	Advanced Income Capitalization Procedure G-2	2
REA 203	Applied Income Property Valuation G-3	2
Total Credits		**12**

Note: The number of minimum hours stated for each course does not include the exam for the course. The Real Estate Appraisal Board does not allow the minimum class time to include the exam.

Truck Driver Training

CERTIFICATE (C60300)

Certificate Program

The Truck Driver Training curriculum prepares individuals to drive tractor trailers rigs. This program teaches proper driving procedures, safe driver responsibility, commercial motor vehicle laws and regulations, and the basic principles and practices for operating commercial vehicles.

The course work includes motor vehicle laws and regulations, map reading, vehicle maintenance, safety procedures, daily logs, defensive driving, freight handling, security, and fire protection. Highway driving, training range exercises, and classroom lectures are used to develop the student's knowledge and skills.

Graduates of the curriculum are qualified to take the Commercial Driver's License and employable by commercial trucking firms. They may also become owner-operators and work as private contract haulers.

		Semester Hour Credits
Major Courses		
TRP 100	Truck Driver Training	12
Total Credits		**12**

Welding Technology

DIPLOMA (D50420)
CERTIFICATE (C50420)

Diploma Program

The Welding Technology curriculum provides students with a sound understanding of the science, technology, and applications essential for successful employment in the welding and metal industry.

Instruction includes consumable and non-consumable electrode welding and cutting processes. Courses in math, blueprint reading, metallurgy, welding inspection, and destructive and non-destructive testing provides the student with industry-standard skills developed through classroom training and practical application.

Successful graduates of the Welding Technology curriculum may be employed as entry level technicians in welding and metalworking industries. Career opportunities also exist in construction, manufacturing, fabrication, sales, quality control, supervision, and welding-related self-employment.

		Semester Hour Credits
I. General Education Courses		
ENG 101	Applied Communications I	3
MAT 101	Applied Mathematics I	3
II. Major Courses		
CIS 111	Basic PC Literacy	2
WLD 110	Cutting Processes	2
WLD 115	SMAW (Stick) Plate	5
WLD 116	SMAW (Stick) Plate/Pipe	4
WLD 121	GMAW (MIG) FCAW/Plate	4
WLD 131	GTAW (TIG) Plate	4
WLD 132	GTAW (TIG) Plate/Pipe	3
WLD 141	Symbols and Specifications	3
WLD 143	Welding Metallurgy	2
WLD 215	SMAW (Stick) Pipe	4
WLD 231	GTAW (TIG) Pipe	3
Total Credits		**42**

FALL SEMESTER I	SUMMER SEMESTER I
MAT 101	WLD 215
WLD 110	WLD 231
WLD 115	
WLD 131	
WLD 141	

SPRING SEMESTER I
CIS 111
ENG 101
WLD 116
WLD 121
WLD 132
WLD 143

Welding Technology
Certificate Program
(EVENINGS)

		Semester Hour Credits
I. Major Courses		
WLD 110	Cutting Processes	2
WLD 115	SMAW (Stick) Plate	5
WLD 116	SMAW (Stick) Plate/Pipe	4
WLD 131	GTAW (TIG) Plate	4
Total Credits		**15**

FALL SEMESTER I	SUMMER SEMESTER I
WLD 110	WLD 116
WLD 115	WLD 131

COURSE DESCRIPTIONS

Please Note:
Prerequisite: Skills, knowledge, or any course that is required before a student enrolls in a specific course.

1. CFCC administers two placement tests: the ASSET and Accuplacer (CPT). These scores are listed in the course descriptions. Satisfactory scores on placement tests taken at other colleges (SAT, ACT, COMPASS) may be used to waive Reading, Writing and Mathematical prerequisites. See page X, the Placement Test advising Guide, for additional information or talk with a counselor.

2. Receipt of transfer credit for ENG 111 or above will waive the Reading and/or Writing prerequisites for certain courses.

3. Receipt of a curriculum math credit will waive the prerequisites for certain courses.

Corequisite: A course that must be taken along with another course.

Class Lab Clinical Credit

ACA 090 Study Skills 3 0 0 3
Prerequisites: None
Corequisites: None

This course is intended for those who placed into credit-level course work but who are not maintaining satisfactory academic progress toward meeting program goals. Topics include study skills, note taking, learning styles and strategies, test taking, goal setting, and self-assessment skills. Upon completion, students should be able to manage their learning experiences to successfully meet educational goals.

ACA 111 College Student Success 1 0 0 1
Prerequisites: None
Corequisites: None

This course introduces the college's physical, academic, and social environment and promotes the personal development essential for success. Topics include campus facilities and resources; policies, procedures, and programs; study skills; and life management issues such as health, self-esteem, motivation, goal-setting, diversity, and communication. Upon completion, students should be able to function effectively within the college environment to meet their educational objectives.

Class Lab Clinical Credit

ACC 115 College Accounting 3 2 0 4
Prerequisites: None
Corequisites: None

This course introduces basic accounting principles for a business. Topics include the complete accounting cycle with end-of-period statements, bank reconciliation, payrolls, and petty cash. Upon completion, students should be able to demonstrate an understanding of accounting principles and apply those skills to a business organization.

ACC 120 Prin of Financial Acct 3 2 0 4
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course introduces business decision-making accounting information systems. Emphasis is placed on analyzing, summarizing, reporting, and interpreting financial information. Upon completion, students should be able to prepare financial statements, understand the role of financial information in decision-making and address ethical considerations.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ACC 121 Prin of Managerial Acct 3 2 0 4
Prerequisites: A grade of "C" or better in ACC 120
Corequisites: None

This course includes a greater emphasis on managerial and cost accounting skills. Emphasis is placed on managerial accounting concepts for external and internal analysis, reporting and decision-making. Upon completion, students should be able to analyze and interpret transactions relating to managerial concepts including product-costing systems.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ACC 122 Principles of Financial Accounting II 3 0 0 3
Prerequisites: ACC 120 with a grade of "C" or better
Corequisites: None

This course provides additional instruction in the financial accounting concepts and procedures introduced in ACC 120. Emphasis is placed on the analysis of specific balance sheet accounts, with in-depth instruction of the accounting principles applied to these accounts. Upon completion, students should be able to analyze data, prepare journal entries, and prepare reports in compliance with generally accepted accounting principles.

ACC 131 Federal Income Taxes — Class 2, Lab 2, Clinical 0, Credit 3
Prerequisites: ACC 120 or permission of instructor
Corequisites: None

This course provides an overview of federal income taxes for individuals, partnerships, and corporations. Emphasis is placed on the application of the Internal Revenue Code to preparation of tax returns for individuals, partnerships, and corporations. Upon completion, students should be able to complete federal tax returns for individuals, partnerships, and corporations.

ACC 140 Payroll Accounting — Class 1, Lab 2, Clinical 0, Credit 2
Prerequisites: ACC 115 or ACC 120
Corequisites: None

This course covers federal and state laws pertaining to wages, payroll taxes, payroll tax forms, and journal and general ledger transactions. Emphasis is placed on computing wages; calculating social security, income, and unemployment taxes; preparing appropriate payroll tax forms; and journalizing/posting transactions. Upon completion, students should be able to analyze data, make appropriate computations, complete forms, and prepare accounting entries.

ACC 150 Accounting Software Application — Class 1, Lab 2, Clinical 0, Credit 2
Prerequisites: ACC 120 and CIS 110 or CIS 111
Corequisites: None

This course introduces microcomputer applications related to accounting systems. Topics include general ledger, accounts receivable, accounts payable, inventory, payroll, and correcting, adjusting, and closing entries. Upon completion, students should be able to use a computer accounting package to solve accounting problems.

ACC 175 Hotel & Restaurant Acct — Class 3, Lab 2, Clinical 0, Credit 4
Prerequisites: None
Corequisites: None

This course covers generally accepted accounting principles and the uniform system of accounts for small hotels and motels of the American Hotel and Motel Association. Emphasis is placed on the accounting cycle, analysis of financial statements, and payroll procedures including treatment of tips. Upon completion, students should be able to demonstrate competence in the accounting principles and procedures used in hotels and restaurants.

ACC 180 Practices in Bookkeeping — Class 3, Lab 0, Clinical 0, Credit 3
Prerequisites: ACC 120 with a grade of "C" or better
Corequisites: None

This course provides advanced instruction in bookkeeping and record-keeping functions. Emphasis is placed on mastering adjusting entries, correction of errors, depreciation, payroll, and inventory. Upon completion, students should be able to conduct all key bookkeeping functions for small businesses.

ACC 220 Intermediate Accounting I — Class 3, Lab 2, Clinical 0, Credit 4
Prerequisites: ACC 120
Corequisites: None

This course is a continuation of the study of accounting principles with in-depth coverage of theoretical concepts and financial statements. Topics include generally accepted accounting principles and statements and extensive analyses of balance sheet components. Upon completion, students should be able to demonstrate competence in the conceptual framework underlying financial accounting, including the application of financial standards.

ACC 221 Intermediate Acct II — Class 3, Lab 2, Clinical 0, Credit 4
Prerequisites: ACC 220
Corequisites: None

This course is a continuation of ACC 220. Emphasis is placed on special problems which may include leases, bonds, investments, ratio analyses, present value applications, accounting changes, and corrections. Upon completion, students should be able to demonstrate an understanding of the principles involved and display an analytical problem-solving ability for the topics covered.

AHR 110 Intro to Refrigeration — Class 2, Lab 6, Clinical 0, Credit 5
Prerequisites: None
Corequisites: None

This course introduces the basic refrigeration process used in mechanical refrigeration and air conditioning systems. Topics include terminology, safety, and identification and function of components; refrigeration cycle; and tools and instrumentation used in mechanical refrigeration systems. Upon completion, students should be able to identify refrigeration systems and components, explain the refrigeration process, and use the tools and instrumentation of the trade.

AHR 111 HVACR Electricity — Class 2, Lab 2, Clinical 0, Credit 3
Prerequisites: None
Corequisites: None

This course introduces electricity as it applies to HVACR equipment. Emphasis is placed on power sources, interaction of electrical components, wiring of simple circuits, and the use of electrical test equipment. Upon completion, students should be able to demonstrate good wiring practices and the ability to read simple wiring diagrams.

AHR 112 Heating Technology — Class 2, Lab 4, Clinical 0, Credit 4
Prerequisites: None
Corequisites: None

This course covers the fundamentals of heating including oil, gas, and electric heating systems. Topics include safety, tools and instrumentation, system operating characteristics, installation techniques, efficiency testing, electrical power, and control systems. Upon completion, students should be able to explain

the basic oil, gas, and electrical heating systems and describe the major components of a heating system.

AHR 113 Comfort Cooling 2 4 0 4
Prerequisites: AHR 110
Corequisites: None

This course covers the installation procedures, system operations, and maintenance of residential and light commercial comfort cooling systems. Topics include terminology, component operation, and testing and repair of equipment used to control and produce assured comfort levels. Upon completion, students should be able to use psychometrics, manufacturer specifications, and test instruments to determine proper system operation.

AHR 114 Heat Pump Technology 2 4 0 4
Prerequisites: AHR 110 or AHR 113
Corequisites: None

This course covers the principles of air source and water source heat pumps. Emphasis is placed on safety, modes of operation, defrost systems, refrigerant charging, and system performance. Upon completion, students should be able to understand and analyze system performance and perform routine service procedures.

AHR 115 Refrigeration Systems 1 3 0 2
Prerequisites: AHR 110
Corequisites: None

This course introduces refrigeration systems and applications. Topics include defrost methods, safety and operational control, refrigerant piping, refrigerant recovery and charging, and leak testing. Upon completion, students should be able to assist in installing and testing refrigeration systems and perform simple repairs.

AHR 120 HVAC Maintenance 1 3 0 2
Prerequisites: None
Corequisites: None

This course introduces the basic principles of industrial air conditioning and heating systems. Emphasis is placed on preventive maintenance procedures for heating and cooling equipment and related components. Upon completion, students should be able to perform routine preventive maintenance tasks, maintain records, and assist in routine equipment repairs.

AHR 130 HVAC Controls 2 2 0 3
Prerequisites: AHR 111 or ELC 111
Corequisites: None

This course covers the types of controls found in residential and commercial comfort systems. Topics include electrical and electronic controls, control schematics and diagrams, test instruments, and analyis and troubleshooting of electrical systems. Upon completion, students should be able to diagnose and repair common residential and commercial comfort system controls.

AHR 133 HVAC Servicing 2 6 0 4
Prerequisites: None
Corequisites: AHR 112 or AHR 113

The course covers the maintenance and servicing of HVAC equipment. Topics include testing, adjusting, maintaining, and troubleshooting HVAC equipment and record keeping. Upon completion, students should be able to adjust, maintain, and service HVAC equipment.

AHR 140 All-Weather Systems 1 3 0 2
Prerequisites: AHR 112 or AHR 113
Corequisites: None

This course covers the principles of combination heating and cooling systems including gas-electric, all-electric, and oil-electric systems. Topics include PTAC's and package and split-system units. Upon completion, students should be able to understand systems performance and perform routine maintenance procedures.

AHR 151 HVAC Duct Systems I 1 3 0 2
Prerequisites: None
Corequisites: None

This course introduces the techniques used to lay out and fabricate duct work commonly found in HVAC systems. Emphasis is placed on the skills required to fabricate duct work. Upon completion, students should be able to lay out and fabricate simple duct work.

AHR 211 Residential System Design 2 2 0 3
Prerequisites: None
Corequisites: None

This course introduces the principles and concepts of conventional residential heating and cooling system design. Topics include heating and cooling load estimating, basic psychometrics, equipment selection, duct system selection, and system design. Upon completion, students should be able to design a basic residential heating and cooling system.

ANT 210 General Anthropology 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course introduces the physical, archaeological, linguistic, and ethnological fields of anthropology. Topics include human origins, genetic variations, archaeology, linguistics, primatology, and contemporary cultures. Upon completion, students should be able to demonstrate an understanding of the four major fields of anthropology.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

Class Lab Clinical Credit

ANT 220 Cultural Anthropology 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090
CorequisiteS:None

This course introduces the nature of human culture. Emphasis is placed on cultural theory, methods of fieldwork, and cross-cultural comparisons in the areas of ethnology, language, and the cultural past. Upon completion, students should be able to demonstrate an understanding of basic cultural processes and how cultural data are collected and analyzed.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

ARC 111 Introduction to Architectural Technology 1 6 0 3
Prerequisites: None
Corequisites: ARC 112

This course introduces basic architectural drafting techniques, lettering, use of architectural and engineer scales, and sketching. Topics include orthographic, isometric, and oblique drawing techniques using architectural plans, elevations, sections, and details; reprographic techniques; and other related topics. Upon completion, students should be able to prepare and print scaled drawings within minimum architectural standards.

ARC 112 Construction Materials & Methods 3 2 0 4
Prerequisites: None
Corequisites: ARC 111

This course introduces construction materials and their methodologies. Topics include construction terminology, materials and their properties, manufacturing processes, construction techniques, and other related topics. Upon completion, students should be able to detail construction assemblies and identify construction materials and properties.

ARC 113 Residential Architectural Technology 1 6 0 3
Prerequisites: ARC 111, ARC 112
Corequisites: ARC 114

This course covers intermediate residential working drawings. Topics include residential plans, elevations, sections, details, schedules, and other related topics. Upon completion, students should be able to prepare a set of residential working drawings that are within accepted architectural standards.

ARC 114 Architectural CAD 1 3 0 2
Prerequisites: ARC 111 or CIS 111, ARC 112
Corequisites: ARC 113

This course introduces basic architectural CAD techniques. Topics include basic commands and system hardware and software. Upon completion, students should be able to prepare and plot architectural drawings to scale within accepted architectural standards.

Class Lab Clinical Credit

ARC 114A Architectural CAD Lab 0 3 0 1
Prerequisites: ARC 111, ARC 112
Corequisites: ARC 114

This course provides a laboratory setting to enhance architectural CAD skills. Emphasis is placed on further development of commands and system operation. Upon completion, students should be able to prepare and plot scaled architectural drawings.

ARC 131 Building Codes 2 2 0 3
Prerequisites: ARC 112, ENG 111
Corequisites: None

This course covers the methods of researching building codes for specific projects. Topics include residential and commercial building codes. Upon completion, students should be able to determine the code constraints governing residential and commercial projects.

ARC 211 Light Construction Technology 1 6 0 3
Prerequisites: ARC 113, ARC 220, ARC 112
Corequisites: ARC 221

This course covers working drawings for light construction. Topics include plans, elevations, sections, and details; schedules; and other related topics. Upon completion, students should be able to prepare a set of working drawings which are within accepted architectural standards.

ARC 213 Design Project 2 6 0 4
Prerequisites: ARC 211, ARC 221, ARC 230
Corequisites: None

This course provides the opportunity to design and prepare a set of contract documents within an architectural setting. Topics include schematic design, design development, construction documents, and other related topics. Upon completion, students should be able to prepare a set of commercial contract documents.

ARC 220 Advanced Architect CAD 1 3 0 2
Prerequisites: ARC 114
Corequisites: None

This course provides file management, productivity, and CAD customization skills. Emphasis is placed on developing advanced proficiency techniques. Upon completion, students should be able to create prototype drawings and symbol libraries, compose sheets with multiple details, and use advanced drawing and editing commands.

ARC 221 Architectural 3-D CAD 1 4 0 3
Prerequisites: ARC 114, ARC 220
Corequisites: None

This course introduces architectural three-dimensional CAD applications. Topics include three-dimensional drawing, coordinate systems, viewing, rendering, modeling, and output options. Upon completion, students should be able to prepare architectural three-dimensioning drawings and renderings.

ARC 230 Environmental Systems 3 3 0 4
Prerequisites: ARC 111 and MAT 121
Corequisites: ARC 220

This course introduces plumbing, mechanical (HVAC), and electrical systems for the architectural environment. Topics include basic plumbing, mechanical, and electrical systems for residential and/or commercial buildings with an introduction to selected code requirements. Upon completion, students should be able to develop schematic drawings for plumbing, mechanical, and electrical systems and perform related calculations.

ARC 231 Architectural Presentations 2 4 0 4
Prerequisites: ARC 111
Corequisites: ARC 221

This course introduces architectural presentation techniques. Topics include perspective drawing, shadow projection, texturization, rendered plans, elevations, and other related topics. Upon completion, students should be able to present ideas graphically and do rendered presentation drawings.

ARC 235 Architectural Portfolio 2 3 0 3
Prerequisites: ARC 211, ARC 220, ARC 221
Corequisites: None

This course covers the methodology for the creation of an architectural portfolio. Topics include preparation of marketing materials and a presentation strategy using conventional and/or digital design media. Upon completion, students should be able to produce an architectural portfolio of selected projects.

ARC 241 Contract Administration 1 2 0 2
Prerequisites: ARC 112, ARC 131
Corequisites: None

This course covers the techniques for reviewing the progress of construction projects. Topics include site observations, field reports, applications for payment, change orders, and other related topics. Upon completion, students should be able to review construction progress and produce appropriate documentation.

ARC 250 Survey of Architecture 3 0 0 3
Prerequisites: ENG 111, CIS 111
Corequisites: None

This course introduces the historical trends in architectural form. Topics include historical and current trends in architecture. Upon completion, students should be able to demonstrate an understanding of significant historical and current architectural styles.

ARC 264 Digital Architecture 1 3 0 2
Prerequisites: ARC 114 and ARC 221
Corequisites: ARC 220

This course covers multiple digital architectural techniques. Topics include spreadsheets and word processing procedures, on-line resources, modems, e-mail, image capture, multimedia, and other related topics. Upon completion, students should be able to transmit/receive electronic data, create multimedia presentations, and produce a desktop publishing document.

ART 111 Art Appreciation 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course introduces the origins and historical development of art. Emphasis is placed on the relationship of design principles to various art forms including but not limited to sculpture, painting, and architecture. Upon completion, students should be able to identify and analyze a variety of artistic styles, periods, and media.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

ART 114 Art History Survey I 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course covers the development of art forms from ancient times to the Renaissance. Emphasis is placed on content, terminology, design, and style. Upon completion, students should be able to demonstrate an historical understanding of art as a product reflective of human social development.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

ART 115 Art History Survey II 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course covers the development of art forms from the Renaissance to the present. Emphasis is placed on content, terminology, design, and style. Upon completion, students should be able to demonstrate an historical understanding of art as a product reflective of human social development.
This course has been approved to satisfy the Comprehensive

Class Lab Clinical Credit

Articulation Agreement general education core requirement in humanities/fine arts.

ART 116 Survey of American Art 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course covers the development of American art forms from colonial times to the present. Emphasis is placed on architecture, painting, sculpture, graphics, and the decorative arts. Upon completion, students should be able to demonstrate understanding of the history of the American creative experience.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

ART 117 Non-Western Art History 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading) OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course introduces non-Western cultural perspectives. Emphasis is placed on, but not limited to, African, Oriental, and Oceanic art forms throughout history. Upon completion, students should be able to demonstrate an historical understanding of art as a product reflective of non-Western social and cultural development. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

ART 121 Design I 0 6 0 3
Prerequisites: None
Corequisites: None

This course introduces the elements and principles of design as applied to two-dimensional art. Emphasis is placed on the structural elements, the principles of visual organization, and the theories of color mixing and interaction. Upon completion, students should be able to understand and use critical and analytical approaches as they apply to two-dimensional visual art.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 122 Design II 0 6 0 3
Prerequisites: ART 121
Corequisites: None

This course introduces basic studio problems in three-dimensional visual design. Emphasis is placed on the structural elements and organizational principles as applied to mass and space. Upon completion, students should be able to apply three-dimensional design concepts.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

Class Lab Clinical Credit

ART 131 Drawing I 0 6 0 3
Prerequisites: None
Corequisites: None

This course introduces the language of drawing and the use of various drawing materials. Emphasis is placed on drawing techniques, media, and graphic principles. Upon completion, students should be able to demonstrate competence in the use of graphic form and various drawing processes.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 132 Drawing II 0 6 0 3
Prerequisites: ART 131
Corequisites: None

This course continues instruction in the language of drawing and the use of various materials. Emphasis is placed on experimentation in the use of drawing techniques, media, and graphic materials. Upon completion, students should be able to demonstrate increased competence in the expressive use of graphic form and techniques.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 171 Computer Art I 0 6 0 3
Prerequisites: CIS 110 (transfer course) or CIS 111 (technical course) and ART 131 OR Permission of Instructor
Corequisites: None

This course introduces the use of the computer as a tool for solving visual problems. Emphasis is placed on fundamentals of computer literacy and design through bit-mapped image manipulation. Upon completion, students should be able to demonstrate an understanding of paint programs, printers, and scanners to capture, manipulate, and output images.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 212 Gallery Assistantship I 0 2 0 1
Prerequisites: None
Corequisites: None

This course covers the practical application of display techniques. Emphasis is placed on preparation of artwork for installation, hardware systems, and exhibition graphics. Upon completion, students should be able to demonstrate basic gallery exhibition skills.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
ART 214 Portfolio and Resume	0	2	0	1

Prerequisites: None
Corequisites: None

This course covers resume writing, interview skills, and the preparation and presentation of an art portfolio. Emphasis is placed on the preparation of a portfolio of original artwork, the preparation of a photographic portfolio, approaches to resume writing, and interview techniques. Upon completion, students should be able to mount original art for portfolio presentation, photograph and display a professional slide portfolio, and write an effective resume.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 231 Printmaking I	0	6	0	3

Prerequisites: None
Corequisites: None

This course introduces printmaking: its history, development techniques, and processes. Emphasis is placed on basic applications with investigation into image source and development. Upon completion, students should be able to produce printed images utilizing a variety of methods.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 232 Printmaking II	0	6	0	3

Prerequisites: ART 231
Corequisites: None

This course includes additional methods and printmaking processes. Emphasis is placed on the printed image as related to method, source, and concept. Upon completion, students should be able to produce expressive images utilizing both traditional and innovative methods.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 240 Painting I	0	6	0	3

Prerequisites: ART 131
Corequisites: None

This course introduces the language of painting and the use of various painting materials. Emphasis is placed on the understanding and use of various painting techniques, media, and color principles. Upon completion, students should be able to demonstrate competence in the use of creative processes directed toward the development of expressive form.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
ART 241 Painting II	0	6	0	3

Prerequisites: ART 240
Corequisites: None

This course provides a continuing investigation of the materials processes, and techniques of painting. Emphasis is placed on the exploration of expressive content using a variety of creative processes. Upon completion, students should be able to demonstrate competence in the expanded use of form and variety.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 245 Metals I	0	6	0	3

Prerequisites: None
Corequisites: None

This course introduces basic metal design in traditional and contemporary art forms using brass, copper, and silver. Emphasis is placed on designing and fabricating jewelry, small sculptures, and utilitarian objects. Upon completion, students should be able to design and produce small art objects.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 246 Metals II	0	6	0	3

Prerequisites: ART 245
Corequisites: None

This course provides a continuation of metal design utilizing basic methods of casting and other processes. Emphasis is placed on individualized design. Upon completion, students should be able to design and produce expressive forms.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 261 Photography I	0	6	0	3

Prerequisites: None
Corequisites: None

This course introduces photographic equipment, theory and processes. Emphasis is placed on camera operation, composition, darkroom technique, and creative expression. Upon completion, students should be able to successfully expose, develop, and print a well-conceived composition.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 262 Photography II	0	6	0	3

Prerequisites: ART 261
Corequisites: None

This course introduces the creative manipulation of alternative photographic materials and processes such as toning, hand coloring, infrared, and multiple exposure. Emphasis is placed

Class Lab Clinical Credit

on personal vision and modes of seeing. Upon completion, students should be able to create properly exposed images using a variety of photographic materials and processes.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 264 Digital Photography I 1 4 0 3
Prerequisites: None
Corequisites: None

This course introduces digital photographic equipment, theory and processes. Emphasis is placed on camera operation, composition, computer photo manipulation and creative expression. Upon completion, students should be able to successfully expose, digitally manipulate, and print a well-conceived composition.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 265 Digital Photography II 1 4 0 3
Prerequisites: ART 264
Corequisites: None

This course provides exploration of the concepts and processes of photo manipulation through complex composite images, special effects, color balancing and image/text integration. Emphasis is placed on creating a personal vision and style. Upon completion, students should be able to produce well-executed images using a variety of photographic and photo manipulative approaches.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 266 Videography I 0 6 0 3
Prerequisites: None
Corequisites: None

This course introduces various aspects of basic video production including concept development, scripting, camera operation, and post-production. Emphasis is placed on creative expression, camera handling, story boarding, and editing. Upon completion, students should be able to demonstrate a basic understanding of video camera operation and production techniques.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 267 Videography II 0 6 0 3
Prerequisites: ART 266
Corequisites: None

This course is designed to provide a framework for the production of a long-term video project. Emphasis is placed on realization of the unique creative vision. Upon completion, students should be able to produce a thematically coherent, edited video with sound and titling.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 271 Computer Art II 0 6 0 3
Prerequisites: ART 171
Corequisites: None

This course includes advanced computer imaging techniques. Emphasis is placed on creative applications of digital technology. Upon completion, students should be able to demonstrate command of computer systems and applications to express their personal vision.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 281 Sculpture I 0 6 0 3
Prerequisites: None
Corequisites: None

This course provides an exploration of the creative and technical methods of sculpture with focus on the traditional processes. Emphasis is placed on developing basic skills as they pertain to three-dimensional expression in various media. Upon completion, students should be able to show competence in variety of sculptural approaches.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 282 Sculpture II 0 6 0 3
Prerequisites: ART 281
Corequisites: None

This course builds on the visual and technical skills learned in ART 281. Emphasis is placed on developing original solutions to sculptural problems in a variety of media. Upon completion, students should be able to express individual ideas using the techniques and materials of sculpture.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 283 Ceramics I 0 6 0 3
Prerequisites: None
Corequisites: None

This course provides an introduction to three-dimensional design principles using the medium of clay. Emphasis is placed on fundamentals of forming, surface design, glaze application, and firing. Upon completion, students should be able to demonstrate skills in slab and coil construction, simple wheel forms, glaze technique, and creative expression.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

ART 284 Ceramics II — Class 0 Lab 6 Clinical 0 Credit 3
Prerequisites: ART 283
Corequisites: None

This course covers advanced hand building and wheel techniques. Emphasis is placed on creative expression, surface design, sculptural quality, and glaze effect. Upon completion, students should be able to demonstrate a high level of technical competence in forming and glazing with a development of three-dimensional awareness. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

ART 288 Studio — Class 0 Lab 6 Clinical 0 Credit 3
Prerequisites: None
Corequisites: None

This course provides the opportunity for advanced self-determined work beyond the limits of regular studio course sequences. Emphasis is placed on creative self-expression and in-depth exploration of techniques and materials. Upon completion, students should be able to create original projects specific to media, materials, and techniques. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

ATR 112 Intro to Automation — Class 2 Lab 3 Clinical 0 Credit 3
Prerequisites: None
Corequisites: None

This course introduces the basic principles of automated manufacturing and describes the tasks that technicians perform on the job. Topics include the history, development, and current applications of robots and automated systems including their configuration, operation, components, and controls. Upon completion, students should be able to understand the basic concepts of automation and robotic systems.

AUB 111 Painting & Refinishing I — Class 2 Lab 6 Clinical 0 Credit 4
Prerequisites: None
Corequisites: None

This course introduces the proper procedures for using automotive refinishing equipment and materials in surface preparation and application. Topics include federal, state, and local regulations, personal safety, refinishing equipment and materials, surface preparation, masking, application techniques, and other related topics. Upon completion, students should be able to identify and use proper equipment and materials in refinishing following accepted industry standards.

AUB 112 Painting & Refinishing II — Class 2 Lab 6 Clinical 0 Credit 4
Prerequisites: AUB 111
Corequisites: None

This course covers advanced painting techniques and technologies with an emphasis on identifying problems encountered by the refinishing technician. Topics include materials application, color matching, correction of refinishing problems, and other related topics. Upon completion, students should be able to perform spot, panel, and overall refinishing repairs and identify and correct refinish problems.

AUB 114 Special Finishes — Class 1 Lab 2 Clinical 0 Credit 2
Prerequisites: AUB 111
Corequisites: None

This course introduces multistage finishes, custom painting, and protective coatings. Topics include base coats, advanced intermediate coats, clear coats, and other related topics. Upon completion, students should be able to identify and apply specialized finishes based on accepted industry standards.

AUB 121 Non-Structural Damage I — Class 1 Lab 4 Clinical 0 Credit 3
Prerequisites: None
Corequisites: None

This course introduces safety, tools, and the basic fundamentals of body repair. Topics include shop safety, damage analysis, tools and equipment, repair techniques, materials selection, materials usage, and other related topics. Upon completion, students should be able to identify and repair minor direct and indirect damage including removal/repairing/ replacing of body panels to accepted standards.

AUB 122 Non-Structural Damage II — Class 2 Lab 6 Clinical 0 Credit 4
Prerequisites: AUB 121
Corequisites: None

This course covers safety, tools, and advanced body repair . Topics include shop safety, damage analysis, tools and equipment, advanced repair techniques, materials selection, materials usage, movable glass, and other related topics. Upon completion, students should be able to identify and repair or replace direct and indirect damage to accepted standards including movable glass and hardware.

AUB 131 Structural Damage I — Class 2 Lab 4 Clinical 0 Credit 4
Prerequisites: None
Corequisites: None

This course introduces safety, equipment, structural damage analysis, and damage repairs. Topics include shop safety, design and construction, structural analysis and measurement, equipment, structural glass, repair techniques, and other related topics. Upon completion, students should be able to analyze and perform repairs to a vehicle which has received light/moderate structural damage.

AUB 132 Structural Damage II — Class 2 Lab 6 Clinical 0 Credit 4
Prerequisites: AUB 131
Corequisites: None

This course provides an in-depth study of structural damage analysis and repairs to vehicles that have received moderate to heavy structural damage. Topics include shop safety, struc-

Class Lab Clinical Credit

tural analysis and measurement, equipment, structural glass, advanced repair techniques, structural component replacement and alignment, and other related topics. Upon completion, students should be able to analyze and perform repairs according to industry standards.

AUB 134 Autobody MIG Welding 1 4 0 3
Prerequisites: None
Corequisites: None

This course covers the terms and procedures for welding the various metals found in today's autobody repair industry with an emphasis on personal/environmental safety. Topics include safety and precautionary measures, setup/operation of MIG equipment, metal identification methods, types of welds/joints, techniques, inspection methods, and other related topics. Upon completion, students should be able to demonstrate a basic knowledge of welding operations and safety procedures according to industry standards.

AUB 136 Plastics & Adhesives 1 4 0 3
Prerequisites: None
Corequisites: None

This course covers safety, plastic and adhesive identification, and the various repair methods of automotive plastic components. Topics include safety, identification, preparation, material selection, and the various repair procedures including refinishing. Upon completion, students should be able to identify, remove, repair, and/or replace automotive plastic components in accordance with industry standards.

AUB 150 Automotive Detailing 1 3 0 2
Prerequisites: None
Corequisites: None

This course covers the methods and procedures used in automotive detailing facilities. Topics include safety, engine, interior and trunk compartment detailing, buffing/polishing exterior surfaces, and cleaning and reconditioning exterior trim, fabrics, and surfaces. Upon completion, students should be able to improve the overall appearance of a vehicle.

AUB 160 Body Shop Operations 1 0 0 1
Prerequisites: None
Corequisites: None

This course introduces the day-to-day operations of autobody repair facilities. Topics include work habits and ethics, customer relations, equipment types, materials cost and control, policies and procedures, shop safety and liabilities, and other related topics. Upon completion, students should be able to understand the general operating policies and procedures associated with an autobody repair facility.

Class Lab Clinical Credit

AUB 162 Autobody Estimating 1 2 0 2
Prerequisites: None
Corequisites: None

This course provides a comprehensive study of autobody estimating. Topics include collision damage analysis, industry regulations, flat-rate and estimated time, and collision estimating manuals. Upon completion, students should be able to prepare and interpret a damage report.

AUT 111 Basic Auto Technology 1 2 0 2
Prerequisites: None
Corequisites: None

This course introduces basic concepts, terms, workplace safety, regulations, and service information relating to automotive technology. Emphasis is placed on developing familiarity with automotive components along with basic identification and proper use of various hand and power tools and shop equipment. Upon completion, students should be able to define and use terms associated with automobiles and identify and use basic tools and shop equipment.

AUT 115 Engine Fundamentals 2 3 0 3
Prerequisites: None
Corequisites: None

This course covers the theory, construction, inspection, diagnosis, and repair of internal combustion engines and related systems. Topics include fundamental operating principles of engines and diagnosis, inspection, adjustment, and repair of automotive engines using appropriate service information. Upon completion, students should be able to perform basic diagnosis/repair of automotive engines using appropriate tools, equipment, procedures, and service information.

AUT 116 Engine Repair 1 3 0 2
Prerequisites: AUT 115 or Permission of Instructor
Corequisites: None

This course covers service/repair/rebuilding of block, head, and internal engine components. Topics include engine repair/reconditioning using service specifications. Upon completion, students should be able to rebuild/recondition an automobile engine to service specifications.

AUT 141 Suspension & Steering Sys 2 4 0 4
Prerequisites: None
Corequisites: None

This course covers principles of operation, types, and diagnosis/repair of suspension and steering systems to include steering geometry. Topics include manual and power steering systems and standard and electronically controlled suspension and steering systems. Upon completion, students should be able to service and repair various steering and suspension components, check and adjust various alignment angles, and balance wheels.

	Class	Lab	Clinical	Credit
AUT 151 Brake Systems	2	2	0	3

Prerequisites: None
Corequisites: None

This course covers principles of operation and types, diagnosis, service, and repair of brake systems. Topics include drum and disc brakes involving hydraulic, vacuum boost, hydra-boost, electrically powered boost, and anti-lock and parking brake systems. Upon completion, students should be able to diagnose, service, and repair various automotive braking systems.

AUT 152 Brake Systems Lab	0	2	0	1

Prerequisites: AUT 151
Corequisites: None

This course provides a laboratory setting to enhance brake system skills. Emphasis is placed on practical experiences that enhance the topics presented in AUT 151. Upon completion, students should be able to apply the laboratory experiences to the concepts presented in AUT 151.

AUT 161 Electrical Systems	2	6	0	4

Prerequisites: None
Corequisites: None

This course covers basic electrical theory and wiring diagrams, test equipment, and diagnosis/repair/replacement of batteries, starters, alternators, and basic electrical accessories. Topics include diagnosis and repair of battery, starting, charging, lighting, and basic accessory systems problems. Upon completion, students should be able to diagnose, test, and repair the basic electrical components of an automobile.

AUT 164 Automotive Electronics	2	2	0	3

Prerequisites: None
Corequisites: None

This course covers fundamentals of electrical/electronic circuitry, semi-conductors, and microprocessors. Topics include Ohm's law, circuits, AC/DC current, solid state components, digital applications, and the use of digital multimeters. Upon completion, students should be able to apply Ohm's law to diagnose and repair electrical/electronic circuits using digital multimeters and appropriate service information.

AUT 171 Heating & Air Conditioning	2	3	0	3

Prerequisites: None
Corequisites: None

This course covers the theory of refrigeration and heating, electrical/electronic/pneumatic controls, and diagnosis/repair of climate control systems. Topics include diagnosis and repair of climate control components and systems, recovery/recycling of refrigerants, and safety and environmental regulations. Upon completion, students should be able to describe the operation, diagnose, and safely service climate control systems using appropriate tools, equipment, and service information.

	Class	Lab	Clinical	Credit
AUT 181 Engine Perform-Electrical	2	3	0	3

Prerequisites: None
Corequisites: None

This course covers the principles, systems, and procedures required for diagnosing and restoring engine performance using electrical/electronics test equipment. Topics include procedures for diagnosis and repair of ignition, emission control, and related electronic systems. Upon completion, students should be able to describe operation of and diagnose/repair ignition/emission control systems using appropriate test equipment and service information.

AUT 183 Engine Performance-Fuels	2	3	0	3

Prerequisites: None
Corequisites: None

This course covers the principles of fuel delivery/management, exhaust/emission systems, and procedures for diagnosing and restoring engine performance using appropriate test equipment. Topics include procedures for diagnosis/repair of fuel delivery/management and exhaust/emission systems using appropriate service information. Upon completion, students should be able to describe, diagnose, and repair engine fuel delivery/management and emission control systems using appropriate service information and diagnostic equipment.

AUT 184 Engine Perfor-Fuels Lab	0	3	0	1

Prerequisites: AUT 183 or Permission of Instructor
Corequisites: AUT 181

This course provides a laboratory setting to enhance the skills for diagnosing and repairing fuel delivery/management and emission systems. Emphasis is placed on practical experiences that enhance the topics presented in AUT 183. Upon completion, students should be able to apply the laboratory experiences to the concepts presented in AUT 183.

AUT 221 Automatic Transmissions	2	6	0	4

Prerequisites: None
Corequisites: None

This course covers operation, diagnosis, service, and repair of automatic transmissions/transaxles. Topics include hydraulic, pneumatic, mechanical, and electrical/electronic operation of automatic drive trains and the use of appropriate service tools and equipment. Upon completion, students should be able to explain operational theory and diagnose and repair automatic drive trains.

AUT 222 Adv Auto Drive Trains	2	2	0	3

Prerequisites: AUT 221 or Permission of Instructor
Corequisites: None

This course covers advanced diagnosis and repair of automatic drive trains. Topics include testing of sensors, actuators, and control modules using on-board diagnostics, appropriate service information, and equipment. Upon completion, students should be able to perform advanced automatic drive train diagnosis and repair.

Class Lab Clinical Credit

AUT 231 Manual Drive Trains/Axles 2 3 0 3
Prerequisites: None
Corequisites: None

This course covers the operation, diagnosis, and repair of manual transmissions/transaxles, clutches, driveshafts, axles, and final drives. Topics include theory of torque, power flow, and manual drive train service and repair using appropriate service information, tools, and equipment. Upon completion, students should be able to explain operational theory and diagnose and repair manual drive trains.

AUT 241 Adv Chassis/Suspension 2 6 0 4
Prerequisites: AUT 141
Corequisites: None

This course provides advanced training in automotive chassis and suspension using computerized two- and four-wheel alignment equipment. Emphasis is placed on suspension and chassis system design, construction, and repair for modern front- and rear-drive vehicles. Upon completion, students should be able to perform necessary adjustments and repairs on vehicles using computerized alignment equipment.

AUT 271 Adv Heating & A/C 2 2 0 3
Prerequisites: AUT 171 or Permission of Instructor
Corequisites: None

This course utilizes service information and test equipment to diagnose automatic temperature control and ventilation systems. Topics include advanced testing of sensors, actuators, and control modules using service information, on-board diagnostics, and/or appropriate test equipment. Upon completion, students should be able to perform advanced diagnosis and repair on automatic temperature control and ventilation systems.

AUT 281 Adv Engine Performance 2 2 0 3
Prerequisites: AUT 181 or AUT 183, or Permission of Instructor
Corequisites: None

This course utilizes service information and specialized test equipment to diagnose/repair power train control systems. Topics include computerized ignition, fuel and emission systems, related diagnostic tools and equipment, data communication networks, and service information. Upon completion, students should be able to perform advanced engine performance diagnosis and repair.

AUT 282 Engine Elec Management 3 9 0 6
Prerequisites: AUT 161 or Permission of Instructor
Corequisites: None

This course includes principles, systems, and procedures required for diagnosing and restoring engine performance/driveability and emission control through mechanical, electrical, and gas analysis. Emphasis is placed on diagnostics using mechanical, electrical (including on-board), and gas analysis to determine root causes for repair purposes. Upon completion, students should be able to diagnose and repair PCM-related engine performance/driveability and emission problems.

Class Lab Clinical Credit

BAF 110 Principles of Banking 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers the fundamentals of bank functions in a descriptive fashion. Topics include banks and the monetary system, the relationship of banks to depositors, the payment functions, bank loans and accounting, regulations, and examinations. Upon completion, students should be able to demonstrate an understanding of the business of banking from a broad perspective.

BAF 111 Teller Training 3 0 0 3
Prerequisites: None
Corequisites: None

This course provides an overview of banking teller operations, bank security, and customer relations in preparation for work as a bank teller. Topics include bank profitability, cash and cash handling, checks and other transactions, balancing and setting, and security threats and their detection. Upon completion, students should be able to discuss the components of teller performance and perform effectively as a teller after minimal on-the-job training.

BAF 142 Deposit Operations 3 0 0 3
Prerequisites: None
Corequisites: None

This course provides an overview of the US payments system and banking law and regulation. Topics include banking law and regulations, current industry practices, bank deposit-taking activities, managing deposited funds, and EFT systems. Upon completion, students should be able to explain how banks operate relative to their deposit-taking activities and management of deposited funds.

BIO 094 Concepts of Human Biology 3 2 0 4

Prerequisites: None
Corequisites: RED 090 or ENG 095

This course focuses on fundamental concepts of human biology. Topics include terminology, biochemistry, cell biology, tissues, body systems, and other related topics. Upon completion, students should be able to demonstrate preparedness for college-level anatomy and physiology courses.

(BIO 094 is recommended for students who have never taken a biology class; this course is not offered every semester.)

BIO 106 Intro to Anat/Phys/Micro 2 2 0 3
Prerequisites: None
Corequisites: None

This course covers the fundamental and principal concepts of human anatomy and physiology and microbiology. Topics

include an introduction to the structure and function of cells, tissues, and human organ systems, and an overview of microbiology, epidemiology, and control of microorganisms. Upon completion, students should be able to identify structures and functions of the human body and describe microorganisms and their significance in health and disease.

BIO 110 Principles of Biology 3 3 0 4
Prerequisites: Proficiency in Reading (minimum ASSET Reading score of 42 or minimum CPT Reading score of 80 **OR** a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course provides a survey of fundamental biological principles for non-science majors. Emphasis is placed on basic chemistry, cell biology, metabolism, genetics, taxonomy, evolution, ecology, diversity, and other related topics. Upon completion, students should be able to demonstrate increased knowledge and better understanding of biology as it applies to everyday life.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

BIO 111 General Biology I 3 3 0 4
Prerequisites: Proficiency in Reading (minimum ASSET Reading score of 42 or minimum CPT Reading score of 80 **OR** a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course introduces the principles and concepts of biology. Emphasis is placed on basic biological chemistry, cell structure and function, metabolism and energy transformation, genetics, evolution, classification, and other related topics. Upon completion, students should be able to demonstrate understanding of life at the molecular and cellular levels.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

BIO 112 General Biology II 3 3 0 4
Prerequisites: BIO 111
Corequisites: None

This course is a continuation of BIO 111. Emphasis is placed on organisms, biodiversity, plant and animal systems, ecology, and other related topics. Upon completion, students should be able to demonstrate comprehension of life at the organismal and ecological levels.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

BIO 140 Environmental Biology 3 0 0 3
Prerequisites: None
Corequisites: BIO 140A

This course introduces environmental processes and the influence of human activities upon them. Topics include ecological concepts, population growth, natural resources, and a focus on current environmental problems from scientific, social, political, and economic perspectives. Upon completion, students should be able to demonstrate an understanding of environmental interrelationships and of contemporary environmental issues.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

BIO 140A Environmental Biology Lab 0 3 0 1
Prerequisites: None
Corequisites: BIO140

This course provides a laboratory component to complement BIO 140. Emphasis is placed on laboratory and field experience. Upon completion, students should be able to demonstrate a practical understanding of environmental interrelationships and of contemporary environmental issues.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

BIO 150 Genetics in Human Affairs 3 0 0 3
Prerequisites: BIO 110 or BIO 111
Corequisites: None

This course describes the importance of genetics in everyday life. Topics include the role of genetics in human development, birth defects, cancer and chemical exposure, and current issues including genetic engineering and fertilization methods. Upon completion, students should be able to understand the relationship of genetics to society today and its possible influence on our future.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

BIO 155 Nutrition 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers the biochemistry of foods and nutrients with consideration of the physiological effects of specialized diets for specific biological needs. Topics include cultural, religious, and economic factors that influence a person's acceptance of food, as well as nutrient requirements of the various life stages. Upon completion, students should be able to identify the functions and sources of nutrients, the mechanisms of digestion, and the nutritional requirements of all age groups.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

BIO 163 Basic Anat & Physiology Class 4 Lab 2 Clinical 0 Credit 5
Prerequisites: None
Corequisites: None

This course provides a basic study of the structure and function of the human body. Topics include a basic study of the body systems as well as an introduction to homeostasis, cells, tissues, nutrition, acid-base balance, and electrolytes. Upon completion, students should be able to demonstrate a basic understanding of the fundamental principles of anatomy and physiology and their interrelationships.

BIO 168 Anatomy and Physiology I 3 3 0 4
Prerequisites: Proficiency in Reading (minimum ASSET Reading score of 42 or minimum CPT Reading score of 80 **OR** a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course provides a comprehensive study of the anatomy and physiology of the human body. Topics include body organization, homeostasis, cytology, histology, and the integumentary, skeletal, muscular, nervous, special senses, and endocrine systems. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationships.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

BIO 169 Anat and Physiology II 3 3 0 4
Prerequisites: BIO 168
Corequisites: None

This course provides a continuation of the comprehensive study of the anatomy and physiology of the human body. Topics include the cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems as well as metabolism, nutrition, acid-base balance, and fluid and electrolyte balance. Upon completion, students should be able to demonstrate an in-depth understanding of principles of anatomy and physiology and their interrelationships.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

BIO 173 Microbes in World Affairs 3 0 0 3
Prerequisites: BIO 110 or BIO 111
Corequisites: None

This course provides an integrated and comprehensive study of the microbial world and its influence on global events and human affairs. Topics include plant and animal diseases caused by viral, bacterial, and fungal pathogens and their impacts on history, industrial microbiology, biotechnology, and microbial ecology. Upon completion, students should be able to demonstrate an understanding of the importance of microbes in human and world affairs.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

BIO 175 General Microbiology 2 2 0 3
Prerequisites: BIO 110 or BIO 111 or BIO 163 or BIO 165 or BIO 168
Corequisites: None

This course covers principles of microbiology with emphasis on microorganisms and human disease. Topics include an overview of microbiology and aspects of medical microbiology, identification and control of pathogens, disease transmission, host resistance, and immunity. Upon completion, students should be able to demonstrate knowledge of microorganisms and the disease process as well as aseptic and sterile techniques.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

BPR 111 Blueprint Reading 1 2 0 2
Prerequisites: None
Corequisites: None

This course introduces the basic principles of blueprint reading. Topics include line types, orthographic projections, dimensioning methods, and notes. Upon completion, students should be able to interpret basic blueprints and visualize the features of a part.

BPR 121 Blueprint Reading: Mech 1 2 0 2
Prerequisites: BPR 111 or MAC 131
Corequisites: None

This course covers the interpretation of intermediate blueprints. Topics include tolerancing, auxiliary views, sectional views, and assembly drawings. Upon completion, students should be able to read and interpret a mechanical working drawing.

BPR 130 Blueprint Reading/Const 1 2 0 2
Prerequisites: None
Corequisites: None

This course covers the interpretation of blueprints and specifications that are associated with the construction trades. Emphasis is placed on interpretation of details for foundations, floor plans, elevations, and schedules. Upon completion, students should be able to read and interpret a set of construction blueprints.

BTB 101 Boat Building I 5 15 0 10
Prerequisites: None
Corequisites: DFT 100

This course introduces the modern wood and composite boat shop. Topics include maintaining, sharpening, and safely using hand and power tools; lofting; and properly utilizing materials common in the boat-building industry. Upon completion, students should be able to loft a simple flat or V-bottom boat and build it using sheet plywood construction methods. This is a diploma-level course.

	Class	Lab	Clinical	Credit

BTB 101-A Boat Building I 3 6 0 5
Prerequisites: None
Corequisites: DFT 100

This course introduces the modern wood and composite boat shop. Topics include maintaining, sharpening, and safely using hand and power tools; lofting; and properly utilizing materials common in the boat-building industry.

BTB 101-B Boat Building I 2 9 0 5
Prerequisites: BTB 101-A, DFT 100
Corequisites: None

Upon completion, students should be able to loft a simple flat or V-bottom boat and build it using sheet plywood construction methods.

BTB 102 Boat Building II 4 15 0 9
Prerequisites: BTB 101
Corequisites: None

This course introduces more advanced hull development. Topics include advanced lofting, building jigs and birdcage building forms, wood and composite lamination techniques, marine finishing materials and methods, and quality control procedures. Upon completion, students should be able to build, fit out, and finish a small boat using modern fabrics, core materials, and methods of construction.

BTB 103 Yacht Joiner Practices I 2 4 0 4
Prerequisites: BTB 101
Corequisites: BTB 102

This course introduces the fundamental skills and attention to detail necessary to fine yacht joinery. Emphasis is placed on fitting, mortise/tenon, and dowel joints; fitting dadoes in grooves; and building a project to close tolerances from a blueprint. Upon completion, students should be able to build a cabinet carcass with face frame, round corner posts, laminate surfaces, and a dove-tailed drawer.

BTB 104 Yacht Joiner Practices II 1 4 0 3
Prerequisites: BTB 103
Corequisites: BTB 105

This course is an extension of BTB 103 and emphasizes finishing cabinets and rough-in of yacht interiors. Topics include manufacturing and fitting moldings, door construction methods, bright work finishing, and bulkhead and cabin sole fitting and installation. Upon completion, students should be able to build raised panel doors and moldings, apply modern finishes, and rough in bulkheads, soles, and yacht furniture.

BTB 105 Yacht Repair/Renovation 3 4 0 5
Prerequisites: BTB 102
Corequisites: FBG 100

This course introduces repair/renovation principles and methods for wood and fiberglass boats. Emphasis is placed on surveying boats for needed repairs, planning repairs, and estimating costs in tools, materials, and techniques used in repair and renovation. Upon completion, students should be able to plan and execute repairs in wood and fiberglass boats (structural and cosmetic) and execute marine refinishing techniques.

BUS 115 Business Law I 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course introduces the ethics and legal framework of business. Emphasis is placed on contracts, negotiable instruments, Uniform Commercial Code, and the working of the court systems. Upon completion, students should be able to apply ethical issues and laws covered to selected business decision-making situations.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

BUS 121 Business Math 2 2 0 3
Prerequisites: None
Corequisites: None

This course covers fundamental mathematical operations and their application to business problems. Topics include payroll, pricing, interest and discount, commission, taxes, and other pertinent uses of mathematics in the field of business. Upon completion, students should be able to apply mathematical concepts to business.

BUS 125 Personal Finance 3 0 0 3
Prerequisites: None
Corequisites: None

This course provides a study of individual and family financial decisions. Emphasis is placed on building useful skills in buying, managing finances, increasing resources, and coping with current economic conditions. Upon completion, students should be able to develop a personal financial plan.

BUS 137 Principles of Management 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading) or a grade of "C" or better in ENG 095
Corequisites: None

This course is designed to be an overview of the major functions of management. Emphasis is placed on planning, organizing, controlling, directing, and communicating. Upon completion, students should be able to work as contributing members of a team utilizing these functions of management.

BUS 225 Business Finance — Class 2, Lab 2, Clinical 0, Credit 3
Prerequisites: ACC 120
Corequisites: None

This course provides an overview of business financial management. Emphasis is placed on financial statement analysis, time value of money, management of cash flow, risk and return, and sources of financing. Upon completion, students should be able to interpret and apply the principles of financial management.

BUS 230 Small Business Management — Class 3, Lab 0, Clinical 0, Credit 3
Prerequisites: Proficiency in reading, ASSET 42 or CPT 80 in reading or a grade of "C" or better in ENG 095
Corequisites: None

This course introduces the challenges of entrepreneurship including the startup and operation of a small business. Topics include market research techniques, feasibility studies, site analysis, financing alternatives, and managerial decision making. Upon completion, students should be able to develop a small business plan.

BUS 239 Bus Applications Seminar — Class 1, Lab 2, Clinical 0, Credit 2
Prerequisites: ACC 120, BUS 115, BUS 137, MKT 120, and either ECO 151, 251 or 252
Corequisites: None

This course is designed as a capstone course for Business Administration majors. Emphasis is placed on decision making in the areas of management, marketing, production, purchasing, and finance. Upon completion, students should be able to apply the techniques, processes, and vital professional skills needed in the work place.

BUS 240 Business Ethics — Class 3, Lab 0, Clinical 0, Credit 3
Prerequisites: None
Corequisites: None

This course introduces contemporary and controversial ethical issues that face the business community. Topics include moral reasoning, moral dilemmas, law and morality, equity, justice and fairness, ethical standards, and moral development. Upon completion, students should be able to demonstrate an understanding of their moral responsibilities and obligations as members of the workforce and society.

BUS 270 Professional Development — Class 3, Lab 0, Clinical 0, Credit 3
Prerequisites: None
Corequisites: None

This course provides basic knowledge of self-improvement techniques as related to success in the professional world. Topics include positive human relations, job-seeking skills, and projecting positive self-image. Upon completion, students should be able to demonstrate competent personal and professional skills necessary to get and keep a job.

BUS 280 REAL Small Business — Class 4, Lab 0, Clinical 0, Credit 4
Prerequisites: None
Corequisites: None

This course introduces hands-on techniques and procedures for planning and opening a small business, including the personal qualities needed for entrepreneurship. Emphasis is placed on market research, finance, time management, and day-to-day activities of owning/operating a small business. Upon completion, students should be able to write and implement a viable business plan and seek funding.

CAR 110 Introduction to Carpentry — Class 2, Lab 0, Clinical 0, Credit 2
Prerequisites: None
Corequisites: CAR 111

This course introduces the student to the carpentry trade. Topics include duties of a carpenter, hand and power tools, building materials, construction methods, and safety. upon completion, students should be able to identify hand and power tools, common building materials, and basic construction methods.

CAR 111 Carpentry I — Class 3, Lab 15, Clinical 0, Credit 8
Prerequisites: None
Corequisites: CAR 110

This course introduces the theory and construction methods associated with the building industry, including framing, materials, tools, and equipment. Topics include safety, hand/power tool use, site preparation, measurement and layout, footings and foundations, construction framing, and other related topics. Upon completion, students should be able to safely lay out and perform basic framing skills with supervision.

CAR 112 Carpentry II — Class 3, Lab 15, Clinical 0, Credit 8
Prerequisites: CAR 111
Corequisites: None

This course covers the advanced theory and construction methods associated with the building industry including framing and exterior finishes. Topics include safety, hand/power tool use, measurement and layout, construction framing, exterior trim and finish, and other related topics. Upon completion, students should be able to safely frame and apply exterior finishes to a residential building with supervision.

CAR 113 Carpentry III — Class 3, Lab 9, Clinical 0, Credit 6
Prerequisites: CAR 111
Corequisites: None

This course covers interior trim and finishes. Topics include safety, hand/power tool use, measurement and layout, specialty framing, interior trim and finishes, cabinetry, and other related topics. Upon completion, students should be able to safely install various interior trim and finishes in a residential building with supervision.

Class Lab Clinical Credit

CAR 114 Residential Bldg Codes 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers building codes and the requirements of state and local construction regulations. Emphasis is placed on the minimum requirements of the North Carolina building codes related to residential structures. Upon completion, students should be able to determine if a structure is in compliance with North Carolina building codes.

CAR 115 Res Planning/Estimating 3 0 0 3
Prerequisites: BPR 130
Corequisites: None

This course covers project planning, management, and estimating for residential or light commercial buildings. Topics include planning and scheduling, interpretation of working drawings and specifications, estimating practices, and other related topics. Upon completion, students should be able to perform quantity take-offs and cost estimates.

CET 111 Computer Upgrade/Repair I 2 3 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading) or a grade of "C" or better in ENG 095
Corequisites: CIS 111 or Instructor Approval

This course is the first of two courses covering repairing, servicing, and upgrading computers and peripherals in preparation for industry certification. Topics include safety practices, CPU/memory/bus identification, disk subsystem, hardware/software installation/configuration, common device drivers, data recovery, system maintenance, and other related topics. Upon completion, students should be able to safely repair and/or upgrade computer systems to perform within specifications.

CET 211 Comp. Upgrade/Repair II 2 3 0 3
Prerequisites: CET 111
Corequisites: None

This course is the second of two courses covering repairing, servicing, and upgrading computers and peripherals in preparation for industry certification. Topics include resolving resource conflicts and system bus specifications, configuration and troubleshooting peripherals, operating system configuration and optimization, and other related topics. Upon completion, students should be able to identify and resolve system conflicts and optimize system performance.

CET 212 Integrated Mfg Systems 1 3 0 2
Prerequisites: ELN 237, ELN 131
Corequisites: None

This course covers computer topics related to integrated manufacturing systems common to current manufacturing facilities. Topics include robot programming, automated control systems, PLCs, data communication, and networking in an integrated manufacturing environment, and other related topics. Upon completion, students should be able to program robots using teaching pendants and troubleshoot and maintain network installations related to integrated manufacturing systems.

CET 245 Internet Servers 2 3 0 3
Prerequisites: CSC 134 or CSC 148 and CIS 130
Corequisites: None

This course covers the setup and management of Internet server hardware and software. Topics include TCP/IP, FTP, SMTP, and SNMP; installation and configuration of server software for WWW, FTP, DNS, news, mail, and listserve services; and other topics. Upon completion, students should be able to set up and maintain Internet servers. This course introduces the peripherals and attendant software needed to create and deliver networked interactive multimedia applications.

CHM 131 Introduction to Chemistry 3 0 0 3
Prerequisites: a. Proficiency in Reading (minimum ASSET Reading score of 42 or minimum CPT Reading score of 80 **OR** a grade of "C" or better in ENG 095 or RED 090)
b. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic **OR** a grade of "C" or better in MAT 060)
c. Proficiency in Elementary Algebra (minimum ASSET score of 30 on Intermediate Algebra or a minimum ASSET score of 38 on Elementary Algebra or a minimum CPT score of 57 on Elementary Algebra **OR** a grade of "C" or better in MAT 070)
Corequisites: CHM 131A

This course introduces the fundamental concepts of inorganic chemistry. Topics include measurement, matter and energy, atomic and molecular structure, nuclear chemistry, stoichiometry, chemical formulas and reactions, chemical bonding, gas laws, solutions, and acids and bases. Upon completion, students should be able to demonstrate a basic understanding of chemistry as it applies to other fields.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

CHM 131A Intro to Chemistry Lab 0 3 0 1
Prerequisites: a. Proficiency in Reading (minimum ASSET Reading score of 42 or minimum CPT Reading score of 80 **OR** a grade of "C" or better in ENG 095 or RED 090)
b. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic **OR** a grade of "C" or better in MAT 060)
c. Proficiency in Elementary Algebra (minimum ASSET score of 30 on Intermediate Algebra or a minimum ASSET score of 38

Class Lab Clinical Credit

on Elementary Algebra or a minimum CPT score of 57 on Elementary Algebra **OR** a grade of "C" or better in MAT 070)
Corequisites: CHM 131

This course is a laboratory to accompany CHM 131. Emphasis is placed on laboratory experiences that enhance materials presented in CHM 131. Upon completion, students should be able to utilize basic laboratory procedures and apply them to chemical principles presented in CHM 131.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

CHM 132 Organic and Biochemistry 3 3 0 4
Prerequisites: CHM 131 or CHM 151
Corequisites: None

This course provides a survey of major functional classes of compounds in organic and biochemistry. Topics include structure, properties, and reactions of the major organic and biological molecules and basic principles of metabolism. Upon completion, students should be able to demonstrate an understanding of fundamental chemical concepts needed to pursue studies in related professional fields. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

CHM 151 General Chemistry I 3 3 0 4
Prerequisites: a. Proficiency in Reading (minimum ASSET Reading score of 42 or minimum CPT Reading score of 80 **OR** a grade of "C" or better in ENG 095 or RED 090)
b. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic **OR** a grade of "C" or better in MAT 060)
c. Proficiency in Intermediate Algebra (minimum ASSET score of 43 on Intermediate Algebra or a minimum CPT score of 76 on Elementary Algebra **OR** a grade of "C" or better in MAT 080 or MAT 090)
Corequisites: None

This course covers fundamental principles and laws of chemistry. Topics include measurement, atomic and molecular structure, periodicity, chemical reactions, chemical bonding, stoichiometry, thermochemistry, gas laws, and solutions. Upon completion, students should be able to demonstrate an understanding of fundamental chemical laws and concepts as needed in CHM 152. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.*

Class Lab Clinical Credit

CHM 152 General Chemistry II 3 3 0 4
Prerequisites: CHM 151
Corequisites: None

This course provides a continuation of the study of the fundamental principles and laws of chemistry. Topics include kinetics, equilibrium, ionic and redox equations, acid-base theory, electrochemistry, thermodynamics, introduction to nuclear and organic chemistry, and complex ions. Upon completion. students should be able to demonstrate an understanding of chemical concepts as needed to pursue further study in chemistry and related professional fields.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

CHM 251 Organic Chemistry I 3 3 0 4
Prerequisites: CHM 152
Corequisites: None

This course provides a systematic study of the theories, principles, and techniques of organic chemistry. Topics include nomenclature, structure, properties, reactions, and mechanisms of hydrocarbons, alkyl halides, alcohols, and ethers; further topics include isomerization, stereochemistry, and spectroscopy. Upon completion, students should be able to demonstrate an understanding of the fundamental concepts of covered organic topics as needed in CHM 252. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

CIS 110 Introduction to Computers 2 2 0 3
Prerequisites: a. Proficiency in Reading (minimum ASSET Reading score of 42 or minimum CPT Reading score of 80 **OR** a grade of "C" or better in ENG 095 or RED 090)
b. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic **OR** a grade of "C" or better in MAT 060)
c. Proficiency in Elementary Algebra (minimum ASSET score of 30 on Intermediate Algebra or a minimum ASSET score of 38 on Elementary Algebra or a minumum CPT score of 57 on Elementary Algebra **OR** a grade of "C" or better in MAT 070)
Corequisites: None

This course provides an introduction to computers and computing. Topics include the impact of computers on society, ethical issues, and hardware/software applications, including spreadsheets, databases, word processors, graphics, the Internet, and operating systems. Upon completion, students should be able to demonstrate an understanding of the role and function of computers and use the computer to solve problems.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

	Class	Lab	Clinical	Credit

CIS 111 Basic PC Literacy 1 2 0 2
Prerequisites: None
Corequisites: None

This course provides a brief overview of computer concepts. Emphasis is placed on the use of personal computers and software applications for personal and workplace use. Upon completion, students should be able to demonstrate basic personal computer skills.

CIS 115 Intro to Prog & Logic 2 2 0 3
Prerequisites: CIS 110
Corequisites: None

This course introduces computer programming and problem solving in a programming environment, including an introduction to operating systems, text editor, and a language translator. Topics include language syntax, data types, program organization, problem-solving methods, algorithm design, and logic control structures. Upon completion, students should be able to manage files with operating system commands, use top-down algorithm design, and implement algorithmic solutions in a programming language.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

CIS 120 Spreadsheet I 2 2 0 3
Prerequisites: CIS 110 or CIS 111
Corequisites: None

This course introduces basic spreadsheet design and development. Topics include writing formulas, using functions, enhancing spreadsheets, creating charts, and printing. Upon completion, students should be able to design and print basic spreadsheets and charts.

CIS 130 Survey of Operating Sys 2 3 0 3
Prerequisites: CET 211
Corequisites: None

The course covers operating system concepts which are necessary for maintaining and using computer systems. Topics include disk, file, and directory structures; installation and setup; resource allocation, optimization, and configuration; system security; and other related topics. Upon completion, students should be able to install and configure operating systems and optimize performance. In addition the student will study the basic theory of single-user, single-task, multi-user and multi-tasking operating systems.

CIS 152 Database Concepts & Apps 2 2 0 3
Prerequisites: CIS 110 or CIS 111 or CIS 115
Corequisites: None

This course introduces database design and creation using a DBMS product. Topics include database terminology, usage in industry, design theory, types of DBMS models, and creation of simple tables, queries, reports, and forms. Upon completion, students should be able to create simple database tables, queries, reports, and forms which follow acceptable design practices.

CIS 172 Intro to the Internet 2 3 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading) or a grade of "C" or better in ENG 09
Corequisites: CIS 110 or CIS 111

This course introduces the various navigational tools and services of the Internet. Topics include using Internet protocols, search engines, file compression/decompression, FTP, e-mail, listservers, and other related topics. Upon completion, students should be able to use Internet resources, retrieve/decompress files, and use e-mail, FTP, and other Internet tools.

CIS 286 Systems Analysis and Design 3 0 0 3
Prerequisites: CIS 115
Corequisites: None

This course examines established and evolving methodologies for the analysis, design, and development of a business information system. Emphasis is placed on business systems characteristics, managing information systems projects, prototyping, CASE tools, and systems development life cycle phases. Upon completion, students should be able to analyze a problem and design an appropriate solution using a combination of tools and techniques.

CJC 100 Basic Law Enforcement Training 8 30 0 18
Prerequisites: None
Corequisites: None

This course covers the basic skills and knowledge needed for entry-level employment as a law enforcement officer in North Carolina. Topics are divided into general units of study: legal, patrol duties, law enforcement communications, investigations, practical application and sheriff-specific. Upon successful completion, the student will be able to demonstrate competence in topics and areas required for the state comprehensive certification examination. This is a certificate-level course.

CJC 111 Intro to Criminal Justice 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course introduces the components and processes of the criminal justice system. Topics include history, structure, functions, and philosophy of the criminal justice system and their relationship to life in our society. Upon completion, students should be able to define and describe the major system components and their interrelationships and evaluate career options.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement

Class Lab Clinical Credit

CJC 112 Criminology 3 0 0 3
Prerequisites: None
Corequisites: None

This course introduces deviant behavior as it relates to criminal activity. Topics include theories of crime causation; statistical analysis of criminal behavior; past, present, and future social control initiatives; and other related topics. Upon completion, students should be able to explain and discuss various theories of crime causation and societal response.

CJC 113 Juvenile Justice 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers the juvenile justice system and related juvenile issues. Topics include an overview of the juvenile justice system, treatment and prevention programs, special areas and laws unique to juveniles, and other related topics. Upon completion, students should be able to identify/discuss juvenile court structure/procedures, function and jurisdiction of juvenile agencies, processing/detention of juveniles, and case disposition.

CJC 114 Investigative Photography 1 2 0 2
Prerequisites: None
Corequisites: None

This course covers the operation of various photographic equipment and its application to criminal justice. Topics include using various cameras, proper exposure of film, developing film/prints, and preparing photographic evidence. Upon completion, students should be able to demonstrate and explain the role of photography and proper film exposure and development techniques.

CJC 121 Law Enforcement Operations 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course introduces fundamental law enforcement operations. Topics include the contemporary evolution of law enforcement operations and related issues. Upon completion, students should be able to explain theories, practices, and issues related to law enforcement operations.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

CJC 131 Criminal Law 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers the history/evolution/principles and contemporary applications of criminal law. Topics include sources of substantive law, classification of crimes, parties to crime, elements of crimes, matters of criminal responsibility, and other related topics. Upon completion, students should be able to discuss the sources of law and identify, interpret, and apply the appropriate statutes/elements.

CJC 132 Court Procedure & Evidence 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers judicial structure/process/procedure from incident to disposition, kinds and degrees of evidence, and the rules governing admissibility of evidence in court. Topics include consideration of state and federal courts, arrest, search and seizure laws, exclusionary and statutory rules of evidence, and other related issues. Upon completion, students should be able to identify and discuss procedures necessary to establish a lawful arrest/search, proper judicial procedures, and the admissibility of evidence.

CJC 141 Corrections 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or RED 090
Corequisites: None

This course covers the history, major philosophies, components, and current practices and problems of the field of corrections. Topics include historical evolution, functions of the various components, alternatives to incarceration, treatment programs, inmate control, and other related topics. Upon completion, students should be able to explain the various components, processes, and functions of the correctional system.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

CJC 212 Ethics & Comm Relations 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers ethical considerations and accepted standards applicable to criminal justice organizations and professionals. Topics include ethical systems; social change, values, and norms; cultural diversity; citizen involvement in criminal justice issues; and other related topics. Upon completion, students should be able to apply ethical considerations to the decision-making process in identifiable criminal justice situations.

CJC 213 Substance Abuse 3 0 0 3
Prerequisites: None
Corequisites: None

This course is a study of substance abuse in our society. Topics include the history and classifications of drug abuse and the social, physical, and psychological impact of drug abuse. Upon completion, students should be able to identify various types of drugs, their effects on human behavior and society, and treatment modalities.

CJC 215 Organization & Admin 3 0 0 3
Prerequisites: None
Corequisites: None

This course introduces the components and functions of organization and administration as it applies to the agencies of the criminal justice system. Topics include operations/functions of organizations; recruiting, training, and retention of personnel; funding and budgeting; communications; span of control and discretion; and other related topics. Upon completion, students should be able to identify and discuss the basic components and functions of a criminal justice organization and its administrative operations.

CJC 221 Investigative Principles 3 2 0 4
Prerequisites: None
Corequisites: None

This course introduces the theories and fundamentals of the investigative process. Topics include crime scene/incident processing, information gathering techniques, collection/preservation of evidence, preparation of appropriate reports, court presentations, and other related topics. Upon completion, students should be able to identify, explain, and demonstrate the techniques of the investigative process, report preparation, and courtroom presentation.

CJC 222 Criminalistics 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers the functions of the forensic laboratory and its relationship to successful criminal investigations and prosecutions. Topics include advanced crime scene processing, investigative techniques, current forensic technologies, and other related topics. Upon completion, students should be able to identify and collect relevant evidence at simulated crime scenes and request appropriate laboratory analysis of submitted evidence.

CJC 231 Constitutional Law 3 0 0 3
Prerequisites: None
Corequisites: None

The course covers the impact of the Constitution of the United States and its amendments on the criminal justice system. Topics include the structure of the Constitution and its amendments, court decisions pertinent to contemporary criminal justice issues, and other related topics. Upon completion, students should be able to identify/discuss the basic structure of the United States Constitution and the rights/procedures as interpreted by the courts.

CJC 232 Civil Liability 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers liability issues for the criminal justice professional. Topics include civil rights violations, tort liability, employment issues, and other related topics. Upon completion, students should be able to explain civil trial procedures and discuss contemporary liability issues.

CJC 245 Friction Ridge Analysis 2 3 0 3
Prerequisites: None
Corequisites: None

This course introduces the basic elements of fingerprint technology and techniques applicable to the criminal justice field. Topics include the history and meaning of fingerprints, pattern types and classification filing sequence, searching and referencing. Upon completion, the students should be able to discuss and demonstrate the fundamental techniques of basic fingerprint technology.

COE 110 World of Work 1 0 0 1
Prerequisites: None
Corequisites: None

This course covers basic knowledge necessary for gaining and maintaining employment. Topics include job search skills, work ethic, meeting employer expectations, workplace safety, and human relations. Upon completion, students should be able to successfully make the transition from school to work.

COE 111 Co-op Work Experience I 0 0 10 1
Prerequisites: *Co-op application required
Corequisites: None

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. Students must meet program requirements for co-op credit.
**COE Work Experience courses require students to complete a co-op application and get approval for participation prior to registering for classes. To determine if you qualify or find out more about Co-op, please refer to the "Cooperative Education" section in the front of this catalog. www.cfcc.edu/co-op, or your advisor for more details.*

COE 112 Co-op Work Experience I 0 0 20 2
Prerequisites: *Co-op application required
Corequisites: None

This course provides work experience with a college approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. Students must meet program requirements for co-op credit.
**COE Work Experience courses require students to complete a co-op application and get approval for participation prior to registering for classes. To determine if you qualify or find out more about Co-op, please refer to the "Cooperative Education"*

Class Lab Clinical Credit

section in the front of this catalog. www.cfcc.edu/co-op, or your advisor for more details.

COE 113 Co-op Work Experience I 0 0 30 3
Prerequisites: *Co-op application required
Corequisites: None

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. Students must meet program requirements for co-op credit.
COE Work Experience courses require students to complete a co-op application and get approval for participation prior to registering for classes. To determine if you qualify or find out more about Co-op, please refer to the "Cooperative Education" section in the front of this catalog. www.cfcc.edu/co-op, or your advisor for more details.

COE 115 Work Exp Seminar I 1 0 0 1
Prerequisites: None
Corequisites: COE 111

This course is designed to be a corequisite seminar to accompany Co-operative Work Experience 111. Topics include: examination and analysis of the organizational structure, career path, job descriptions, job breakdowns and management style.

COE 121 Co-op Work Experience II 0 0 10 1
Prerequisites:*Co-op application required
Corequisites: None

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. Students must meet programmatic requirements for co-op credit.
**COE Work Experience courses require students to complete a co-op application and get approval for participation prior to registering for classes. To determine if you qualify or find out more about Co-op, please refer to the "Cooperative Education" section in the front of this catalog. www.cfcc.edu/co-op, or your advisor for more details.*

COE 125 Work Exp Seminar II 1 0 0 1
Prerequisites: None
Corequisites: COE 121 or COE 122 or COE 123 or COE 124

Class Lab Clinical Credit

COE 131 Co-op Work Experience III 0 10 0 1
Prerequisites: *Co-op application required
Corequisites: None

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies. Students must meet programmatic requirements for co-op credit.
**COE Work Experience courses require students to complete a co-op application and get approval for participation prior to registering for classes. To determine if you qualify or find out more about Co-op, please refer to the "Cooperative Education" section in the front of this catalog. www.cfcc.edu/co-op, or your advisor for more details.*

COM 110 Intro to Communication 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course provides an overview of the basic concepts of communication and the skills necessary to communicate in various contexts. Emphasis is placed on communication theories and techniques used in interpersonal group, public, intercultural, and mass communication situations. Upon completion, students should be able to explain and illustrate the forms and purposes of human communication in a variety of contexts.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

COM 111 Voice and Diction I 3 0 0 3
Prerequisites: None
Corequisites: None

This course provides guided practice in the proper production of speech. Emphasis is placed on improving speech, including breathing, articulation, pronunciation, and other vocal variables. Upon completion, students should be able to demonstrate effective natural speech in various contexts.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

COM 120 Interpersonal Communication 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)

Corequisites: None

This course introduces the practices and principles of interpersonal communication in both dyadic and group settings.

Class Lab Clinical Credit

Emphasis is placed on the communication process, perception, listening, self-disclosure, speech apprehension, ethics, nonverbal communication, conflict, power, and dysfunctional communication relationships. Upon completion, students should be able to demonstrate interpersonal communication skills, apply basic principles of group discussion, and manage conflict in interpersonal communication situations.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

COM 140 Intercultural Communication 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course introduces techniques of cultural research, definitions, functions, characteristics, and impacts of cultural differences in public address. Emphasis is placed on how diverse backgrounds influence the communication act and how cultural perceptions and experiences determine how one sends and receives messages. Upon completion, students should be able to demonstrate an understanding of the principles and skills needed to become effective in communicating outside one's primary culture.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

COM 231 Public Speaking 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course provides instruction and experience in preparation and delivery of speeches within a public setting and group discussion. Emphasis is placed on research; preparation; delivery; and evaluation of informative, persuasive, and special occasion public speaking. Upon completion, students should be able to prepare and deliver well-organized speeches and participate in group discussion with appropriate audiovisual support.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

COM 232 Election Rhetoric 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course provides an overview of communication styles and topics characteristic of election campaigns. Topics include election speeches, techniques used in election campaigns, and election speech topics. Upon completion, students should be able to identify and analyze techniques and styles typically used in election campaigns.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

COM 233 Persuasive Speaking 3 0 0 3
Prerequisites: ENG 112 or ENG 113
Corequisites: None

This course introduces theory and history of persuasive speaking, covering critical thinking skills in analyzing problems, assessing solutions, and communicating the information to an audience. Emphasis is placed on analysis, evidence, reasoning, and library and field research used to enhance persuasive public speaking skills. Upon completion, students should be able to apply the principles of persuasive speaking in a public setting.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

COM 250 Public Communication 3 0 0 3
Prerequisites: ENG 113 or ENG 114 and COM 120 or COM 231
Corequisites: None

This course provides a comprehensive theoretical background for the practice of speaking in public utilizing rhetoric principles applied in a series of speaking experiences. Emphasis is on informative and persuasive advanced speaking skills; speaking using the teleprompter, and on-camera presentations of news, weather and commercials. Upon completion, students should be able to construct, present, and critique public communications that are complex, dynamic and purposeful.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

COS 111 Cosmetology Concepts I 4 0 0 4
Prerequisites: Proficiency in reading (minimum ASSET 39 or CPT 57 or 470 SAT on Reading) or a grade of "C" or better in ENG 095)
Corequisites: COS 112

This course introduces basic cosmetology concepts. Topics include safety, first aid, sanitation, bacteriology, anatomy, diseases and disorders, hygiene, product knowledge, chemistry, ethics, manicures, and other related topics. Upon completion, students should be able to safely and competently apply cosmetology concepts in the salon setting.

COS 112 Salon I 0 24 0 8
Prerequisites: None
Corequisites: COS 111

This course introduces basic salon services. Topics include scalp treatments, shampooing, rinsing, hair color, design, haircutting, permanent waving, pressing, relaxing, wigs, and

other related topics. Upon completion, students should be able to safely and competently demonstrate salon services.

COS 113 Cosmetology Concepts II 4 0 0 4
Prerequisites: COS 111 and COS 112
Corequisites: COS 114

This course covers more comprehensive cosmetology concepts. Topics include safety, product knowledge, chemistry, manicuring, chemical restructuring, and hair coloring. Upon completion, students should be able to safely and competently apply these cosmetology concepts in the salon setting.

COS 114 Salon II 0 24 0 8
Prerequisites: COS 111 and COS 112
Corequisites: COS 113

This course provides experience in a simulated salon setting. Topics include basic skin care, manicuring, nail application, scalp treatments, shampooing, rinsing, hair color, design, haircutting, chemical restructuring, pressing, wigs, and other related topics. Upon completion, students should be able to safely and competently demonstrate these salon services.

COS 115 Cosmetology Concepts III 4 0 0 4
Prerequisites: COS 111 and COS 112
Corequisites: COS 116

This course covers more comprehensive cosmetology concepts. Topics include safety, product knowledge, salon management, salesmanship, skin care, electricity/light therapy, wigs, thermal hair styling, lash and brow tinting, superfluous hair removal, and other related topics. Upon completion, students should be able to safely and competently apply these cosmetology concepts in the salon setting.

COS 116 Salon III 0 12 0 4
Prerequisites: COS 111 or COS 112
Corequisites: COS 115

This course provides comprehensive experience in a simulated salon setting. Emphasis is placed on intermediate-level of skin care, manicuring, scalp treatments, shampooing, hair color, design, haircutting, chemical restructuring, pressing, and other related topics. Upon completion, students should be able to safely and competently demonstrate these salon services.

COS 117 Cosmetology Concepts IV 2 0 0 2
Prerequisites: COS 115 or COS 113
Corequisites: COS 118

This course covers advanced cosmetology concepts. Topics include chemistry and hair structure, advanced cutting and design, and an overview of all cosmetology concepts in preparation for the licensing examination. Upon completion, students should be able to demonstrate an understanding of these cosmetology concepts and meet program completion requirements.

COS 118 Salon IV 0 21 0 7
Prerequisites: COS 114 or COS 116
Corequisites: COS 117

This course provides advanced experience in a simulated salon setting. Emphasis is placed on efficient and competent delivery of all salon services in preparation for the licensing examination and employment. Upon completion, students should be able to demonstrate competence in program requirements and the areas covered on the Cosmetology Licensing Examination and meet entry-level employment requirements.

COS 119 Esthetics Concepts I 2 0 0 2
Prerequisites: Proficiency in reading (minimum ASSET 39 or CPT 57 or 470 SAT on Reading) or a grade of "C" or better in ENG 095
Corequisites: None

This course covers the concepts of esthetics. Topics include orientation, anatomy, physiology, hygiene, sterilization, first aid, chemistry, basic dermatology, and professional ethics. Upon completion, students should be able to demonstrate an understanding of the concepts of esthetics and meet course requirements.

COS 120 Esthetics Salon I 0 18 0 6
Prerequisites: None
Corequisites: None

This course covers the techniques of esthetics in a comprehensive experience in a simulated salon setting. Topics include client consultation, facials, body treatments, hair removal, make-up applications, and color analysis. Upon completion, students should be able to safely and competently demonstrate esthetic services on clients in a salon setting.

COS 121 Manicure/Nail Technology I 4 6 0 6
Prerequisites: None
Corequisites: None

This course covers techniques of nail technology, hand and arm massage, and recognition of nail diseases and disorders. Topics include OSHA/safety, sanitation, bacteriology, product knowledge, salesmanship, manicures, artificial applications, pedicures, massage, and other related topics. Upon completion, students should be able to safely and competently perform nail care, including manicures, pedicures, massage, decorating, and artificial applications in a salon setting.

COS 122 Manicure/Nail Tech II 4 6 0 6
Prerequisites: COS 121
Corequisites: None

This course covers advanced techniques of nail technology and hand and arm massage. Topics include OSHA/safety, product knowledge, customer service, salesmanship, artificial applications, nail art, and other related topics. Upon completion, students should be able to demonstrate competence necessary for the licensing examination, including advanced nail care, artificial enhancements, and decorations.

COS 125 Esthetics Concepts II 2 0 0 2
Prerequisites: COS 119 and COS 120
Corequisites: COS 126

This course covers more comprehensive esthetics concepts. Topics include nutrition, business management, makeup, and color analysis. Upon completion students should be able to demonstrate an understanding of the advanced esthetics concepts and meet course requirements.

COS 126 Esthetics Salon II 0 18 0 6
Prerequisites: COS 119 and COS 120
Corequisites: COS 125

This course provides experience in a simulated esthetics setting. Topics include machine facials, aromatherapy, massage therapy, electricity, and apparatus. Upon completion, students should be able to demonstrate competence in program requirements and the areas covered on the Cosmetology licensing examination for Estheticians.

COS 240 Contemporary Design 1 3 0 2
Prerequisites: COS 111 and COS 112
Corequisites: None

This course covers methods and techniques for contemporary designs. Emphasis is placed on contemporary designs and other related topics. Upon completion, students should be able to demonstrate and apply techniques associated with contemporary design.

COS 253 Esthetics Ins. Concepts I 6 15 0 11
Prerequisites: Valid NC Cosmetology or Esthetition License
Corequisites: None

This course introduces esthetic instructional concepts and skills. Topics include orientation, theories of education, unit planning, daily lesson plans, laboratory management, student assessment in a laboratory setting. Upon completion, students should be able to demonstrate esthetic services and instruct and objectively assess student performance in a classroom setting.

COS 254 Esthetic Ins. Concepts II 6 15 0 11
Prerequisites: COS 253
Corequisites: None

This course covers advanced esthetic instructional concepts and skills. Topics include practical demonstrations, lesson planning, lecture techniques, development and administration of assessment tools, record keeping and other related topics. Upon completion,students should be able to demonostrate competencies in the areas covered by the Esthetics Instructor Licensing Examination and meet program requirements.

COS 271 Instructor Concepts I 5 0 0 5
Prerequisites: Valid NC Cosmetology License
Corequisites: COS 272

This course introduces the basic cosmetology instructional concepts. Topics include orientation, theories of education, unit planning, daily lesson planning, laboratory management, student assessment, record keeping, and other related topics. Upon completion, students should be able to identify theories of education, develop lesson plans, demonstrate supervisory techniques, and assess student performance in a classroom setting.

COS 272 Instructor Practicum I 0 21 0 7
Prerequisites: None
Corequisites: COS 271

This course covers supervisory and instructional skills for teaching entry-level cosmetology students in a laboratory setting. Topics include demonstrations of services, supervision, and entry-level student assessment. Upon completion, students should be able to demonstrate salon services and instruct and objectively assess the entry-level student.

COS 273 Instructor Concepts II 5 0 0 5
Prerequisites: COS 271 and COS 272
Corequisites: COS 274

This course covers advanced cosmetology instructional concepts. Topics include practical demonstrations, lesson planning, lecture techniques, development and administration of assessment tools, record keeping, and other related topics. Upon completion, students should be able to develop lesson plans, demonstrate supervision techniques, assess student performance in a classroom setting, and keep accurate records.

COS 274 Instructor Practicum II 0 21 0 7
Prerequisites: COS 271 and COS 272
Corequisites: COS 273

This course is designed to develop supervisory and instructional skills for teaching advanced cosmetology students in a laboratory setting. Topics include practical demonstrations, supervision, and advanced student assessment. Upon completion, students should be able to demonstrate competence in the areas covered by the Instructor Licensing Examination and meet program completion requirements.

CSC 133 C Programming 2 3 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095)
Corequisites: CIS 110 or CIS 110

This course introduces computer programming using the C programming language. Topics include input/output operations, sequence, selection, iteration, arithmetic operations, arrays tables, pointers, and other related topics. Upon completion, students should be able to design, code, test, and debug C language programs.

	Class	Lab	Clinical	Credit
CSC 139 Visual BASIC Programming	2	3	0	3

Prerequisites: None
Corequisites: None

This course introduces event-driven computer programming using the Visual BASIC programming language. Topics include input/output operations, sequence, selection, iteration, arithmetic operations, arrays, forms, sequential files, and other related topics. Upon completion, students should be able to design, code, test, and debug Visual BASIC language programs.

	Class	Lab	Clinical	Credit
CSC 148 JAVA Programming	2	3	0	3

Prerequisites: A grade of "C" or better in CSC 133 or Instructor Approval
Corequisites: CIS 172 or Instructor Approval

This course introduces computer programming using the JAVA language. Topics include selection, iteration, arithmetic and logical operators, classes, inheritance, methods, arrays, user interfaces, basic applet creation and other related topics. Upon completion, students should be able to design, code, test, debug JAVA language programs.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
CSC 248 Adv Internet Progr	2	3	0	3

Prerequisites: A grade of "C" or better in CSC 134 or CSC 140 or CSC 141 or CSC 148 or Instructor Approval
Corequisites: None

This course covers advanced programming skills required to design Internet applications. Emphasis is placed on programming techniques required to support network applications. Upon completion, students should be able to design, code, debug, and document network-based programming solutions to various real-world problems using an appropriate programming language.

	Class	Lab	Clinical	Credit
CTC 111 Basic Chemistry I	4	6	0	7

Prerequisites: None
Corequisites: MAT 121

This course introduces the basic principles of chemistry with emphasis on applications to chemical technology. Topics include measurement, elements, compounds, moles, solutions, reactions, gases, pH, and basic laboratory tools, techniques, and safety. Upon completion, students should be able to demonstrate an understanding of basic chemical calculations and routine laboratory procedures.

	Class	Lab	Clinical	Credit
CTC 112 Basic Chemistry II	4	6	0	7

Prerequisites: CTC 111
Corequisites: None

This course is a continuation of CTC 111 and introduces solubility, element groups, and industrial chemistry tools and procedures. Topics include solubility products, element families, industrial chemical equipment, and basic laboratory tools, techniques, and safety. Upon completion, students should be able to demonstrate an understanding of basic chemical calculations and routine laboratory procedures.

	Class	Lab	Clinical	Credit
CTC 120 Organic Chemistry I	2	0	0	2

Prerequisites: CTC 111
Corequisites: None

This course surveys the nomenclature and properties of organic functional groups with emphasis on applications to chemical technology. Topics include aliphatic and aromatic hydrocarbons, alcohols, ethers, aldehydes and ketones, and acids and acid derivatives, including their infrared spectra. Upon completion, students should be able to name and identify example compounds from these functional groups.

	Class	Lab	Clinical	Credit
CTC 140 Unit Processes	1	10	0	6

Prerequisites: CTC 112, CTC 120
Corequisites: None

This course introduces a chemical technology "real world" laboratory experience. Topics include distillation, reflux, and extraction; column, TLC, GC, LC, and ion exchange chromatography; and IR, UV, visible, AA, and AE spectroscopy. Upon completion, students should be able to demonstrate competence in the laboratory techniques presented.

	Class	Lab	Clinical	Credit
CTC 220 Organic Chemistry II	3	6	0	6

Prerequisites: CTC 120 and CTC 140
Corequisites: None

This course surveys the preparation, reactions, and analysis of organic compounds. Topics include the preparation and reactions of all the organic functional groups, including IR, UV, RI, GC, and LC spectrographic analysis. Upon completion, students should be able to identify organic reaction products and utilize IR, UV, RI, GC, and LC spectroscopy to characterize organic compounds.

	Class	Lab	Clinical	Credit
CTC 230 Organic Chemistry III	2	6	0	5

Prerequisites: CTC 220
Corequisites: None

This course surveys amines, amides, polymers, biochemicals, and advanced spectroscopic and chromatographic techniques. Topics include nitrogen compounds, polymers, stereochemistry, carbohydrates, lipids, amino acids, proteins, enzymes, and nucleic acids and NMR spectroscopy and gas chromatography. Upon completion, students should be able to recognize biologically active compounds, describe their activity, and use specific analytical schemes for their identification.

	Class	Lab	Clinical	Credit
CTC 240 Industrial Analysis I	2	6	0	5

Prerequisites: CTC 112, CTC 140
Corequisites: None

This course covers qualitative and quantitative chemical analysis for selected inorganic ions. Emphasis is placed on

inorganic qualitative and quantitative analysis methods which utilize titrations, gravimetric analysis, and UV, AA, and AE spectroscopy. Upon completion, students should be able to carry out all analytical schemes presented, including all necessary calculations.

CTC 250 Industrial Analysis II 2 6 0 5
Prerequisites: CTC 240
Corequisites: None

This course covers quantitative chemical analysis for selected inorganic ions with emphasis on analysis of natural waters. Topics include the sources, utilization, analysis, and treatment of water. Upon completion, students should be able to carry out all analytical schemes presented, including all necessary calculations.

CUL 110 Sanitation & Safety 2 0 0 2
Prerequisites: None
Corequisites: CUL 110A

This course introduces the basic principles of sanitation and safety and their relationship to the hospitality industry. Topics include personal hygiene, sanitation and safety regulations, use and care of equipment, the principles of food-borne illness, and other related topics. Upon completion, students should be able to demonstrate an understanding of sanitation and safety procedures in the hospitality industry.

CUL 110A Sanitation & Safety Lab 0 2 0 1
Prerequisites: None
Corequisites: CUL 110

This course is a laboratory to accompany CUL 110. Emphasis is placed on practical experiences that enhance the materials presented in CUL 110. Upon completion, students should be able to demonstrate practical applications of sanitation and safety procedures in the hospitality industry.

CUL 120 Purchasing 2 0 0 2
Prerequisites: None
Corequisites: CUL 120A

This course covers purchasing for hotels and restaurants. Emphasis is placed on procurement, yield tests, inventory control, specification, planning, forecasting, market trends, terminology, cost controls, pricing, and foodservice ethics. Upon completion, students should be able to apply effective purchasing techniques based on the end-use of the product.

CUL 120A Purchasing Lab 0 2 0 1
Prerequisites: None
Corequisites: CUL 120

This course is a laboratory to accompany CUL 120. Emphasis is placed on practical experiences that enhance the materials presented in CUL 120. Upon completion, students should be able to demonstrate practical applications of purchasing within the hospitality industry.

CUL 125 Hospitality Info Systems 1 2 0 2
Prerequisites: None
Corequisites: None

This course introduces hospitality and food service information systems. Topics include planning, cost controls, forecasting, inventory control, recipe control, production control, and nutritional analysis. Upon completion, students should be able to demonstrate competence in utilizing contemporary information application systems in a hospitality setting.

CUL 130 Menu Design 2 0 0 2
Prerequisites: None
Corequisites: None

This course introduces menu design. Topics include development of standardized recipes, layout, nutritional concerns, product utilization, demographics, and customer needs. Upon completion, students should be able to write, lay out, and produce effective menus for a variety of hospitality settings.

CUL 135 Food & Beverage Service 2 0 0 2
Prerequisites: None
Corequisites: CUL 135A

This course covers the practical skills and knowledge for effective food and beverage service in a variety of settings. Topics include reservations, greeting and service of guests, styles of service, handling complaints, and sales and merchandising. Upon completion, students should be able to demonstrate competence in human relations and technical skills required in the service of foods and beverages.

CUL 135A Food & Bev Serv Lab 0 2 0 1
Prerequisites: None
Corequisites: CUL 135

This course is a laboratory to accompany CUL 135. Emphasis is placed on practical experiences that enhance the materials presented in CUL 135. Upon completion, students should be able to demonstrate practical applications of skills required in the service of foods and beverages.

CUL 140 Basic Culinary Skills 2 6 0 5
Prerequisites: None
Corequisites: CUL 110 and CUL 110A

This course introduces the fundamental concepts, skills, and techniques involved in basic cookery. Emphasis is placed on recipe conversion, measurements, terminology, knife skills, safe food handling, cooking methods, flavorings, seasonings, stocks/sauces/soups, and other related topics. Upon completion, students should be able to exhibit the basic cooking skills used in the food service industry.

CUL 150 Food Science — Class 1, Lab 2, Clinical 0, Credit 2
Prerequisites: None
Corequisites: CUL 110 and CUL 110A

This course covers the chemical and physical changes in foods that occur with cooking, handling, and processing. Topics include heat transfer and its effect on color, flavor, and texture; and emulsification, protein coagulation, leavening agents, viscosity, and gel formation. Upon completion, students should be able to demonstrate an understanding of the principles covered as they apply to food preparation in an experimental setting.

CUL 160 Baking I — Class 1, Lab 4, Clinical 0, Credit 3
Prerequisites: None
Corequisites: CUL 110 and CUL 110A

This course covers basic ingredients, weights and measures, baking terminology, and formula calculations. Topics include yeast-raised products, quick breads, pastry dough, various cakes and cookies, and appropriate filling and finishing techniques. Upon completion, students should be able to prepare and evaluate baked products.

CUL 170 Garde-Manger I — Class 1, Lab 4, Clinical 0, Credit 3
Prerequisites: None
Corequisites: CUL 110 and CUL 110A

This course introduces basic cold food preparation techniques and pantry production. Topics include salads, sandwiches, appetizers, dressings, basic garnishes, cheeses, cold sauces, and related food items. Upon completion, students should be able to lay out a basic cold food display and exhibit an understanding of the cold kitchen and its related terminology.

CUL 180 Internat & Amer Cuisine — Class 1, Lab 8, Clinical 0, Credit 5
Prerequisites: CUL 140
Corequisites: None

This course provides practical experience in the planning, preparation, and service of representative foods from different countries and regions of America. Emphasis is placed on eating habits, indigenous foods and customs, nutritional concerns, and traditional equipment. Upon completion, students should be able to research and execute international and domestic menus.

CUL 210 Food Service for Spec Pop — Class 1, Lab 8, Clinical 0, Credit 5
Prerequisites: CUL 110 and CUL 110A
Corequisites: None

This course covers nutrition and menu planning principles, food preparation, and food management skills needed to provide meals to special populations. Topics include food preparation for child care, geriatric, and school settings. Upon completion, students should be able to plan, organize, and prepare appealing and nutritious meals for special populations within appropriate guidelines.

CUL 214 Wine Appreciation — Class 1, Lab 2, Clinical 0, Credit 2
Prerequisites: None
Corequisites: None

This course provides comprehensive and detailed information about wine from all the major wine producing countries. Emphasis is placed on the history of wine, production characteristics, laws, and purchasing and storing requirements. Upon completion, students should be able to determine what wines compliment various cuisines and particular tastes.

CUL 220 Food Service for Spec Ops — Class 1, Lab 8, Clinical 0, Credit 5
Prerequisites: CUL 110 and CUL 110A
Corequisites: None

This course covers menu planning principles, food preparation, food procurement, and food management skills needed to provide appealing and profitable food service in special operations. Topics include fast-food cookery, convenience-store food service, supermarkets, delicatessens, and take-out venue. Upon completion, students should be able to plan, organize, and prepare food service items for special operations.

CUL 240 Adv Culinary Skills — Class 1, Lab 8, Clinical 0, Credit 5
Prerequisites: CUL 140
Corequisites: None

This course is a continuation of CUL 140. Emphasis is placed on meat fabrication and butchery; vegetable, starch, and protein cookery; compound sauces; plate presentation; breakfast cookery; and quantity food preparation. Upon completion, students should be able to plan, execute, and successfully serve entrees with complementary side items.

CUL 250 Classical Cooking — Class 1, Lab 8, Clinical 0, Credit 5
Prerequisites: CUL 140 and CUL 240
Corequisites: None

This course reinforces the classical culinary kitchen as established by Escoffier. Topics include the working Grand Brigade of the kitchen, table d'hote menus, signature dishes, alfresco dining, exhibition cooking, and classical banquets. Upon completion, students should be able to demonstrate competence in food preparation in a classical/upscale restaurant or banquet setting.

CUL 260 Baking II — Class 1, Lab 4, Clinical 0, Credit 3
Prerequisites: CUL 160
Corequisites: None

This course is a continuation of CUL 160. Topics include specialty breads, pastillage, marzipan, chocolate, pulled-sugar, confections, classic desserts, pastries, and cake decorating. Upon completion, students should be able to demonstrate pastry preparation and plating, cake decorating, and showpiece production skills.

	Class	Lab	Clinical	Credit
CUL 270 Garde-Manger II	1	4	0	3

Prerequisites: CUL 170
Corequisites: None

This course is a continuation of CUL 170. Topics include pates, terrines, galantines, ice and tallow carving, chaud-froid/aspic work, charcuterie, smoking, canapes, hors d'oeuvres, and related food items. Upon completion, students should be able to design, set up, and evaluate a catering function to include a classical cold buffet with appropriate show pieces.

	Class	Lab	Clinical	Credit
CUL 280 Pastry & Confections	1	4	0	3

Prerequisites: CUL 160
Corequisites: None

This course covers the operations of the pastry shop, emphasizing advanced techniques in the production of continental and classical pastries. Topics include advanced work in French pastries, hot and cold desserts, and decorative display pieces. Upon completion, students should be able to plan, execute, and evaluate dessert platters, individual plated desserts, and show pieces.

	Class	Lab	Clinical	Credit
DDF 211 Design Drafting I	2	6	0	4

Prerequisites: DFT 154
Corequisites: None
This course emphasizes design processes for finished products. Topics include data collection from manuals and handbooks, efficient use of materials, design sketching, specifications, and vendor selection. Upon completion, students should be able to research and plan the design process for a finished product.

	Class	Lab	Clinical	Credit
DDF 221 Design Drafting Project	0	4	0	2

Prerequisites: DFT 111, DFT 112, DFT 151, DFT 154
Corequisites: None

This course incorporates ideas from concept to final design. Topics include reverse engineering, design for manufacturability, and mock-up construction. Upon completion, students should be able to generate working drawings and models based on physical design parameters.

	Class	Lab	Clinical	Credit
DEN 100 Basic Orofacial Anatomy	2	0	0	2

Prerequisites: Enrollment in the Dental Assisting program
Corequisites: None

This course provides a basic introduction to the structures of the head, neck, and oral cavity. Topics include tooth morphology, head and neck anatomy, histology, and embryology. Upon completion, students should be able to demonstrate knowledge of normal structures and development and how they relate to the practice of dental assisting. This is a diploma-level course.

	Class	Lab	Clinical	Credit
DEN 101 Preclinical Procedures	4	6	0	7

Prerequisites: Enrollment in the Dental Assisting Program
Corequisites: DEN 111

This course provides instruction in procedures for the clinical dental assistant as specified by the North Carolina Dental Practice Act. Emphasis is placed on orientation to the profession, infection control techniques, instruments, related expanded functions, and diagnostic, operative, and specialty procedures. Upon completion, students should be able to demonstrate proficiency in clinical dental assisting procedures.

	Class	Lab	Clinical	Credit
DEN 102 Dental Materials	3	4	0	5

Prerequisites: Enrollment in the Dental Assisting Program
Corequisites: None

This course provides instruction in identification, properties, evaluation of quality, principles, and procedures related to manipulation and storage of operative and specialty dental materials. Emphasis is placed on the understanding and safe application of materials used in the dental office and laboratory. Upon completion, students should be able to demonstrate proficiency in the laboratory and clinical application of routinely used dental materials.

	Class	Lab	Clinical	Credit
DEN 103 Dental Sciences	2	0	0	2

Prerequisites: DEN 100
Corequisites: None

This course is a study of oral pathology, pharmacology, and dental office emergencies. Topics include oral pathological conditions, dental therapeutics, and management of emergency situations. Upon completion, students should be able to recognize abnormal oral conditions, identify classifications, describe actions and effects of commonly prescribed drugs, and respond to medical emergencies.

	Class	Lab	Clinical	Credit
DEN 104 Dental Health Education	2	2	0	3

Prerequisites: DEN 101 and DEN 111
Corequisites: DEN 106

This course covers the study of preventive dentistry to prepare dental assisting students for the role of dental health educator. Topics include etiology of dental diseases, preventive procedures, and patient education theory and practice. Upon completion, students should be able to demonstrate proficiency in patient counseling and oral health instruction in private practice or public health settings.

	Class	Lab	Clinical	Credit
DEN 105 Practice Management	2	0	0	2

Prerequisites: DEN 100
Corequisites: None

This course provides a study of principles and procedures related to management of the dental practice. Emphasis is placed on maintaining clinical and financial records, patient scheduling, and supply and inventory control. Upon completion, students should be able to demonstrate fundamental skills in dental practice management.

	Class	Lab	Clinical	Credit
DEN 106 Clinical Practice I	1	0	12	5

Prerequisites: DEN 101 and DEN 111
Corequisites: DEN 103, DEN 104, and DEN 112

This course is designed to provide experience assisting in a clinical setting. Emphasis is placed on the application of principles and procedures of four-handed dentistry and laboratory

Class Lab Clinical Credit

and clinical support functions. Upon completion, students should be able to utilize classroom theory and laboratory and clinical skills in a dental setting.

DEN 107 Clinical Practice II 1 0 12 5
Prerequisites: DEN 106
Corequisites: None

This course is designed to increase the level of proficiency in assisting in a clinical setting. Emphasis is placed on the application of principles and procedures of four-handed dentistry and laboratory and clinical support functions. Upon completion, students should be able to combine theoretical and ethical principles necessary to perform entry-level skills including functions delegable to a DA II.

DEN 110 Orofacial Anatomy 2 2 0 3
Prerequisites: Enrollment in the Dental Assisting or Dental Hygiene program
Corequisites: None

This course introduces the structures of the head, neck, and oral cavity. Topics include tooth morphology, head and neck anatomy, histology, and embryology. Upon completion, students should be able to relate the identification of normal structures and development to the practice of dental assisting and dental hygiene. This course is intended for diploma and AAS degree programs.

DEN 111 Infection/Hazard Control 2 0 0 2
Prerequisites: Enrollment in the Dental Assisting or Dental Hygiene program
Corequisites: None

This course introduces the infection and hazard control procedures necessary for the safe practice of dentistry. Topics include microbiology, practical infection control, sterilization and monitoring, chemical disinfectants, aseptic technique, infectious diseases, OSHA standards, and applicable North Carolina laws. Upon completion, students should be able to understand infectious diseases, disease transmission, infection control procedures, biohazard management, OSHA standards, and applicable North Carolina laws. This course is intended for diploma and AAS degree programs.

DEN 112 Dental Radiography 2 3 0 3
Prerequisites: Enrollment in the Dental Hygiene or Dental Assisting program
Corequisites: DEN 100, DEN 110 and DEN 111

This course provides a comprehensive view of the principles and procedures of radiology as they apply to dentistry. Topics include techniques in exposing, processing, and evaluating radiographs, as well as radiation safety, quality assurance, and legal issues. Upon completion, students should be able to demonstrate proficiency in the production of diagnostically acceptable radiographs using appropriate safety precautions. This course is intended for diploma and AAS degree programs.

Class Lab Clinical Credit

DEN 120 Dental Hyg Preclinic Lec 2 0 0 2
Prerequisites: Enrollment in the Dental Hygiene program
Corequisites: DEN 121

This course introduces preoperative and clinical dental hygiene concepts. Emphasis is placed on the assessment phase of patient care as well as the theory of basic dental hygiene instrumentation. Upon completion, students should be able to collect and evaluate patient data at a basic level and demonstrate knowledge of dental hygiene instrumentation.

DEN 121 Dental Hygiene Precl Lab 0 6 0 2
Prerequisites: Enrollment in the Dental Hygiene program
Corequisites: DEN 120

This course provides the opportunity to perform clinical dental hygiene procedures discussed in DEN 120. Emphasis is placed on clinical skills in patient assessment and instrumentation techniques. Upon completion, students should be able to demonstrate the ability to perform specific preclinical procedures.

DEN 123 Nutrition/Dental Health 2 0 0 2
Prerequisites: Enrollment in the Dental Hygiene program
Corequisites: None

This course introduces basic principles of nutrition with emphasis on nutritional requirements and their application to individual patient needs. Topics include the study of the food pyramid, nutrient functions, Recommended Daily Allowances, and related psychological principles. Upon completion, students should be able to recommend and counsel individuals on their food intake as related to their dental health.

DEN 124 Periodontology 2 0 0 2
Prerequisites: DEN 110
Corequisites: None

This course provides an in-depth study of the periodontium, periodontal pathology, periodontal monitoring, and the principles of periodontal therapy. Topics include periodontal anatomy and a study of the etiology, classification, and treatment modalities of periodontal diseases. Upon completion, students should be able to describe, compare, and contrast techniques involved in periodontal/maintenance therapy, as well as patient care management.

DEN 125 Dental Office Emergencies 0 2 0 1
Prerequisites: Enrollment in the Dental Hygiene program
Corequisites: None

This course provides a study of the management of dental office emergencies. Topics include methods of prevention, necessary equipment/drugs, medicolegal considerations, recognition and effective initial management of a variety of emergencies. Upon completion, the student should be able to recognize, assess and manage various dental office emergencies and activate advanced medical support when indicated.

	Class	Lab	Clinical	Credit
DEN 130 Dental Hygiene Theory I	2	0	0	2

Prerequisites: DEN 120
Corequisites: DEN 131

This course is a continuation of the didactic dental hygiene concepts necessary for providing an oral prophylaxis. Topics include deposits/removal, instrument sharpening, patient education, fluorides, planning for dental hygiene treatment, charting, and clinical records and procedures. Upon completion, students should be able to demonstrate knowledge needed to complete a thorough oral prophylaxis.

DEN 131 Dental Hygiene Clinic I	0	0	9	3

Prerequisites: DEN 121
Corequisites: DEN 130

This course continues skill development in providing an oral prophylaxis. Emphasis is placed on treatment of the recall patients with gingivitis or light deposits. Upon completion, students should be able to assess these patients' needs and complete the necessary dental hygiene treatment.

DEN 140 Dental Hygiene Theory II	1	0	0	1

Prerequisites: DEN 130
Corequisites: DEN 141

This course provides a continuation of the development, theory, and practice of patient care. Topics include modification of treatment for special needs patients, advanced radiographic interpretation, and ergonomics. Upon completion, students should be able to differentiate necessary treatment modifications, effective ergonomic principles, and radiographic abnormalities.

DEN 141 Dental Hygiene Clinic II	0	0	6	2

Prerequisites: DEN 131
Corequisites: DEN 140

This course continues skill development in providing an oral prophylaxis. Emphasis is placed on treatment of patients with early periodontal disease and subgingival deposits. Upon completion, students should be able to assess these patients' needs and complete the necessary dental hygiene treatment.

DEN 220 Dental Hygiene Theory III	2	0	0	2

Prerequisites: DEN 140
Corequisites: DEN 221

This course provides a continuation in developing the theories and practices of patient care. Topics include periodontal debridement, pain control, subgingival irrigation, air polishing, and case presentations. Upon completion, students should be able to demonstrate knowledge of methods of treatment and management of periodontally compromised patients.

	Class	Lab	Clinical	Credit
DEN 221 Dental Hygiene Clinic III	0	0	12	4

Prerequisites: DEN 141
Corequisites: DEN 220

This course continues skill development in providing an oral prophylaxis. Emphasis is placed on treatment of patients with moderate to advanced periodontal involvement and moderate deposits. Upon completion, students should be able to assess these patients' needs and complete the necessary dental hygiene treatment.

DEN 222 General & Oral Pathology	2	0	0	2

Prerequisites: BIO 168, DEN 110
Corequisites: None

This course provides a general knowledge of oral pathological manifestations associated with selected systemic and oral diseases. Topics include developmental and degenerative diseases, selected microbial diseases, specific and nonspecific immune and inflammatory responses with emphasis on recognizing abnormalities. Upon completion, students should be able to differentiate between normal and abnormal tissues and refer unusual findings to the dentist for diagnosis.

DEN 223 Dental Pharmacology	2	0	0	2

Prerequisites: Enrollment in the Dental Hygiene program
Corequisites: BIO 168

This course provides basic drug terminology, general principles of drug actions, dosages, routes of administration, adverse reactions, and basic principles of anesthesiology. Emphasis is placed on knowledge of drugs in overall understanding of patient histories and health status. Upon completion, students should be able to recognize that each patient's general health or drug usage may require modification of the treatment procedures.

DEN 224 Materials and Procedures	1	3	0	2

Prerequisites: DEN 111
Corequisites: None

This course introduces the physical properties of materials and related procedures used in dentistry. Topics include restorative and preventive materials, fabrication of casts and appliances, and chairside functions of the dental hygienist. Upon completion, students should be able to demonstrate proficiency in the laboratory and/or clinical application of routinely used dental materials and chairside functions.

DEN 230 Dental Hygiene Theory IV	1	0	0	1

Prerequisites: DEN 220
Corequisites: DEN 231

This course provides an opportunity to increase knowledge of the profession. Emphasis is placed on dental specialties and completion of a case presentation. Upon completion, students should be able to demonstrate knowledge of various disciplines of dentistry and principles of case presentations.

Class Lab Clinical Credit

DEN 231 Dental Hygiene Clinic IV 0 0 12 4
Prerequisites: DEN 221
Corequisites: DEN 230

This course continues skill development in providing an oral prophylaxis. Emphasis is placed on periodontal maintenance and on treating patients with moderate to advanced/refractory periodontal disease. Upon completion, students should be able to assess these patients' needs and complete the necessary dental hygiene treatment.

DEN 232 Community Dental Health 2 0 3 3
Prerequisites: Enrollment in the Dental Hygiene program
Corequisites: None

This course provides a study of the principles and methods used in assessing, planning, implementing, and evaluating community dental health programs. Topics include epidemiology, research methodology, biostatistics, preventive dental care, dental health education, program planning, and financing and utilization of dental services. Upon completion, students should be able to assess, plan, implement, and evaluate a community dental health program.

DEN 233 Professional Development 2 0 0 2
Prerequisites: Enrollment in the Dental Hygiene program
Corequisites: None

This course includes professional development, ethics, and jurisprudence with applications to practice management. Topics include conflict management, state laws, resumes, interviews, and legal liabilities as health care professionals. Upon completion, students should be able to demonstrate the ability to practice dental hygiene within established ethical standards and state laws.

DES 110 Architectural Graphics 0 6 0 2
Prerequisites: None
Corequisites: DES 125, DES 135 and DES 225

This course introduces basic drafting skills and techniques. Emphasis is placed on the use of drafting equipment, lettering, dimensioning, elevations, sections, construction details, and actual fixture sizes as related to interior design situations. Upon completion, students should be able to complete working drawings skillfully utilizing principles of drafting.

DES 111 Creative Problem Solving 2 0 0 2
Prerequisites: DES 110, DES 125, and DES 135
Corequisites: None

This course is designed to improve conceptual abilities as applied to problems involved with creating practical furniture designs. Emphasis is placed on the awareness of creative thinking techniques that are involved with producing a workable design in an innovative fashion. Upon completion, students should be able to apply creative thinking techniques to find innovative solutions to furniture problems.

Class Lab Clinical Credit

DES 115 Color Theory 2 2 0 3
Prerequisites: DES 110, DES 125, and DES 135
Corequisites: None

This course introduces the element of color as a major design factor. Emphasis is placed on the physical, psychological, and other implications of color in design. Upon completion, students should be able to demonstrate knowledge of color and its effects on the human environment.

DES 120 CAD for Interior Design 0 6 0 2
Prerequisites: DES 110
Corequisites: None

This course introduces basic computer-aided design and drafting skills and techniques within interior design applications. Emphasis is placed on the most common computer commands used in architectural drafting and design to draw, edit, manipulate layers, and create reusable drawings. Upon completion, students should be able to use specific computer applications to complete drawings and plot/print.

DES 121 CAD for Int Des/Advanced 0 6 0 2
Prerequisites: DES 120
Corequisites: None

This course provides advanced techniques in drafting on the computer and the applications of computer-aided design for various projects. Emphasis is placed on specific exercises that integrate and reinforce the presentation topics into a scaled drawing. Upon completion, students should be able to draw, transfer, and plot assigned floorplans in an efficient and accurate manner using the computer equipment and software provided.

DES 125 Graphic Presentation I 0 6 0 2
Prerequisites: None
Corequisites: DES 110, DES 135 and DES 225

This course introduces graphic presentation techniques for communicating ideas. Topics include drawing, perspective drawing, and wet and dry media. Upon completion, students should be able to produce a pictorial presentation.

DES 126 Graphic Presentation II 0 6 0 2
Prerequisites: DES 125
Corequisites: None

This course provides a more in-depth study of graphic techniques. Topics include extensive wet and dry media experience and advanced measured perspective techniques. Upon completion, students should be able to illustrate interiors and other elements.

	Class	Lab	Clinical	Credit
DES 135 Principles and Elements of Design I	2	4	0	4

Prerequisites: None
Corequisites: DES 110, DES 125 and DES 225

This course introduces the basic concepts and terminology of design as they relate to the design profession. Topics include line, pattern, space, mass, shape, texture, color, unity, variety, rhythm, emphasis, balance, proportion, scale, and function. Upon completion, students should be able to demonstrate an understanding of the principles covered through hands-on application.

DES 136 Prin & Elem of Design II	2	4	0	4

Prerequisites: DES 135
Corequisites: None

This course provides continued study of design principles introduced in DES 135. Emphasis is placed on color theory, pattern, and texture as used in interiors as well as an investigation of the psychology of color. Upon completion, students should be able to originate a color program for interiors.

DES 210 Bus Prac/Interior Design	2	0	0	2

Prerequisites: None
Corequisites: None

This course introduces contemporary business practices for interior design. Topics include employment skills, business formations, professional associations, preparation of professional contracts and correspondence, and means of compensation. Upon completion, students should be able to describe the basic business formations and professional associations and compose effective letters and contracts.

DES 220 Intro to Interior Design	1	6	0	3

Prerequisites: DES 110, DES 125, DES 135 and DES 225
Corequisites: None

This course covers the basic principles of design as they relate specifically to interior design, furniture arrangement, wall composition, color, furnishings, collages, and illustration. Emphasis is placed on spatial relationships, craftsmanship, and visual presentation techniques. Upon completion, students should be able to arrange furnishings in rooms for various purposes, select furnishings and colors, and illustrate ideas graphically.

DES 225 Textiles/Fabrics	2	2	0	3

Prerequisites: None
Corequisites: DES 110, DES 125, and DES 135

This course includes the study of woven and non-woven fabrics for interiors. Topics include characteristics of fibers, yarns, weaving, felting, and knitting; processing of leather; and adorning and finishing of interior fabrics. Upon completion, students should be able to recognize and use correct terminology for upholstery, window treatments, and rugs/carpets with regard to flammability, performance, and durability.

	Class	Lab	Clinical	Credit
DES 230 Residential Design I	1	6	0	3

Prerequisites: DES 125, DES 136, DES 220
Corequisites: None

This course includes principles of interior design for various residential design solutions. Emphasis is placed on visual presentation and selection of appropriate styles to meet specifications. Upon completion, students should be able to complete scaled floorplans, elevations, specifications, color schemes and fabrics, and finishes and furniture selection.

DES 231 Residential Design II	1	6	0	3

Prerequisites: DES 230
Corequisites: None

This course provides advanced projects with a client profile that utilizes the skills developed in DES 230. Emphasis is placed on a total concept and the presentation of appropriate and creative design solutions. Upon completion, students should be able to complete a detailed floorplan, space planning, furniture plan, specifications, program schedules, finishes, and detailed window treatments.

DES 235 Products	2	2	0	3

Prerequisites: DES 110 and DES 135
Corequisites: None

This course provides an overview of interior finishing materials and the selection of quality upholstery and case goods. Topics include hard and resilient floor coverings; wall coverings and finishes; ceilings, moldings, and furniture construction techniques; and other interior components. Upon completion, students should be able to recognize and use correct terminology, select appropriate materials for interior surfaces, and choose furniture based on sound construction.

DES 240 Non-Residential Design I	1	6	0	3

Prerequisites: DES 125, DES 136, DES 220
Corequisites: None

This course introduces commercial/contract design including retail, office, institutional, restaurant, and hospitality design. Emphasis is placed on ADA requirements, building codes and standards, space planning, and selection of appropriate materials for non-residential interiors. Upon completion, students should be able to analyze and design introductory non-residential projects using graphic presentation concepts.

DES 241 Non-Residential Design II	1	6	0	3

Prerequisites: DES 240
Corequisites: None

This course provides an in-depth study of non-residential design exploring more comprehensive design solutions such as health care facilities, furniture gallery design, and large office complexes. Emphasis is placed on design of commercial interiors and suitability of materials to meet ADA requirements, codes, and standards. Upon completion, students should be able to design non-residential spaces meeting ADA requirements and

Class Lab Clinical Credit

select furniture, materials, fabrics, and accessories meeting codes and flammability standards.

DES 255 History/Int & Furn I 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers interiors, exteriors, and furnishings from ancient Egypt through French Neo-Classicism. Emphasis is placed on vocabulary, chronology, and style recognition. Upon completion, students should be able to classify and date interior and exterior architecture and furnishings and be conversant with pertinent vocabulary.

DES 256 History/Int and Furn II 3 0 0 3
Prerequisites: DES 225 and DES 135
Corequisites: None

This course covers English, American, and various styles of nineteenth-and twentieth-century furniture, interiors, and exteriors. Emphasis is placed on style recognition, vocabulary, and chronology. Upon completion, students should be able to recognize and describe major styles of furniture, interiors, and exteriors.

DES 260 Materials Calc/Int Design 3 0 0 3
Prerequisites: DES 225 and DES 235
Corequisites: None

This course provides work experience with a college-approved employer in an area related to the student's program of study. Emphasis is placed on integrating classroom learning with related work experience. Upon completion, students should be able to evaluate career selection, demonstrate employability skills, and satisfactorily perform work-related competencies.

DES 285 Capstone/Interior Design 2 6 0 4
Prerequisites: DES 210, DES 230, and DES 240
Corequisites: None

This course provides additional studio time to investigate areas of special interest, upgrade weaknesses, and/or capitalize on strengths. Topics include a broad range of options, both residential and non-residential, combining individual research and instructional guidance. Upon completion, students should be able to complete the graphics, client folder, and all schedules for a professional project.

DFT 100 Marine Drafting 1 2 0 2
Prerequisites: None
Corequisites: BTB 101

This course introduces blueprint reading, sketching, marine drafting equipment, and the lines plan. Topics include utilization of mechanical drafting tools, blueprint lines, pictorial sketching, blueprint reading, and manually drawing plans for boats from tables of offsets. Upon completion, students should be able to create pictorial sketches, make materials lists from blueprints, expand transoms, and demonstrate an understanding of lines plans.

Class Lab Clinical Credit

DFT 111 Technical Drafting I 1 3 0 2
Prerequisites: Test scores that allow placement in a minimum of MAT 070 or Permission of the instructor
Corequisites: DFT 111A, DFT 151

This course introduces basic drafting skills, equipment, and applications. Topics include sketching, measurements, lettering, dimensioning, geometric construction, orthographic projections and pictorials drawings, sections, and auxiliary views. Upon completion, students should be able to understand and apply basic drawing principles and practices.

DFT 111A Technical Drafting I Lab 0 3 0 1
Prerequisites: None
Corequisites: DFT 111

This course provides a laboratory setting to enhance basic drafting skills. Emphasis is placed on practical experiences that enhance the topics presented in DFT 111. Upon completion, students should be able to apply the laboratory experiences to the concepts presented in DFT 111.

DFT 112 Technical Drafting II 1 3 0 2
Prerequisites: DFT 111, DFT 151
Corequisites: DFT 112A

This course provides for advanced drafting practices and procedures. Topics include detailed working drawings, hardware, fits and tolerances, assembly and sub-assembly, geometric dimensioning and tolerancing, intersections, and developments. Upon completion, students should be able to produce detailed working drawings.

DFT 112A Technical Drafting II Lab 0 3 0 1
Prerequisites: DFT 111, DFT 151
Corequisites: DFT 112

This course provides a laboratory setting to enhance advance drafting skills. Emphasis is placed on practical experiences that enhance the topics presented in DFT 112. Upon completion, students should be able to apply the laboratory experiences to the concepts presented in DFT 112.

DFT 151 CAD I 2 3 0 3
Prerequisites: Test scores that allow placement in a minimum of MAT 070 or Permission of the instructor.
Corequisites: None

This course introduces CAD software as a drawing tool. Topics include drawing, editing, file management, and plotting. Upon completion, students should be able to produce and plot a CAD drawing.

DFT 152 CAD II 2 3 0 3
Prerequisites: DFT 151
Corequisites: None

This course is a continuation of DFT 151. Topics include advanced two-dimensional, three-dimensional, and solid

Class Lab Clinical Credit

modeling and extended CAD applications. Upon completion, students should be able to generate and manage CAD drawings and models to produce engineering documents.

DFT 154 Intro Solid Model/Rendering 2 3 0 3
Prerequisites: DFT 111 or DFT 170
Corequisites: None

This course covers basic principles of three-dimensional CAD wireframe and surface models. Topics include user coordinate systems, three-dimensional viewpoints, three-dimensional wireframes, and surface components and viewpoints. Upon completion, students should be able to create and manipulate three-dimensional wireframe and surface models.

DFT 211 Gears, Cams, & Pulleys 1 3 0 2
Prerequisites: DFT 111, DFT 112, MAT 121 or Permission of the instructor
Corequisites: None

This course introduces the principles of motion transfer. Topics include gears, cams, pulleys, and drive components. Upon completion, students should be able to solve problems and produce drawings dealing with ratios.

DFT 221 Electrical Drafting 2 6 0 4
Prerequisites: DFT*111 and DFT*151
Corequisites: None

This course covers the practices used for making electrical drawings. Emphasis is placed on symbol identification and various types of electrical diagrams. Upon completion, students should be able to properly utilize electrical symbols in the construction of various electrical diagrams.

DFT 231 Jig and Fixture Design 1 2 0 2
Prerequisites: DFT 112 and one of the following: MEC 210, MEC 250, MEC 252, or Permission of the instructor
Corequisites: None

This course introduces the study of jigs and fixtures. Topics include different types, components, and uses of jigs and fixtures. Upon completion, students should be able to analyze, design, and complete a set of working drawings for a jig or fixture.

DFT 254 Interm Solid Model/Render 2 3 0 3
Prerequisites: DFT 154
Corequisites: None

This course presents a continuation of basic three-dimensional solid modeling and design software. Topics include advanced study of parametric design, creation, editing, rendering and analysis of solid model assemblies, and multiview drawing generation. Upon completion, students should be able to use parametric design techniques to create and analyze the engineering design properties of a model assembly.

DRA 111 Theatre Appreciation 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course provides a study of the art, craft, and business of the theatre. Emphasis is placed on the audience's appreciation of the work of the playwright, director, actor, designer, producer, and critic. Upon completion, students should be able to demonstrate a vocabulary of theatre terms and to recognize the contributions of various theatre artists.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

DRA 120 Voice for Performance 3 0 0 3
Prerequisites: None
Corequisites: None

This course provides guided practice in the proper production of speech for the theatre. Emphasis is placed on improving speech, including breathing, articulation, pronunciation, and other vocal variables. Upon completion, students should be able to demonstrate effective theatrical speech.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 122 Oral Interpretation 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course introduces the dramatistic study of literature through performance. Emphasis is placed on analysis and performance of poetry, drama, and prose fiction. Upon completion, students should be able to embody and discuss critically the speakers inherent in literature.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

DRA 126 Storytelling 3 0 0 3
Prerequisites: None
Corequisites: None

This course introduces the art of storytelling and the oral traditions of folk literature. Topics include the history of storytelling, its value and purpose, techniques of the storyteller, and methods of collecting verbal art. Upon completion, students should be able to present and discuss critically stories from the world's repertory of traditional lore.

Class Lab Clinical Credit

This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

DRA 128 Children's Theatre 3 0 0 3
Prerequisites: None
Corequisites: None

This course introduces the philosophy and practice involved in producing plays for young audiences. Topics include the selection of age-appropriate scripts and the special demands placed on directors, actors, designers, and educators in meeting the needs of young audiences. Upon completion, students should be able to present and critically discuss productions for children.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 130 Acting I 0 6 0 3
Prerequisites: None
Corequisites: None

This course provides an applied study of the actor's craft. Topics include role analysis, training the voice, and body concentration, discipline, and self-evaluation. Upon completion, students should be able to explore their creativity in an acting ensemble.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 131 Acting II 0 6 0 3
Prerequisites: DRA 130
Corequisites: None

This course provides additional hands-on practice in the actor's craft. Emphasis is placed on further analysis, characterization, growth, and training for acting competence. Upon completion, students should be able to explore their creativity in an acting ensemble.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 135 Acting for the Camera I 1 4 0 3
Prerequisites: None
Corequisites: None

This course provides an applied study of the camera actor's craft. Topics include commercial, dramatic, and print performance styles. Upon completion, students should be able to explore their creativity in on-camera performance.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

Class Lab Clinical Credit

DRA 136 Acting for the Camera II 1 4 0 3
Prerequisites: DRA 135
Corequisites: None

This course provides additional hands-on study of the camera actor's craft. Emphasis is placed on more advanced camera acting theories, auditioning techniques, daytime drama, feature film, and print advertisement performance styles. Upon completion, students should be able to explore their creativity in on-camera performance.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 140 Stagecraft I 0 6 0 3
Prerequisites: None
Corequisites: None

This course introduces the theory and basic construction of stage scenery and properties. Topics include stage carpentry, scene painting, stage electrics, properties, and backstage organization. Upon completion, students should be able to pursue vocational and avocational roles in technical theatre.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 141 Stagecraft II 0 6 0 3
Prerequisites: DRA 140
Corequisites: None

This course provides additional hands-on practice in the elements of stagecraft. Emphasis is placed on the design and implementation of the arts and crafts of technical theatre. Upon completion, students should be able to pursue vocational or avocational roles in technical theatre.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 142 Costuming 2 2 0 3
Prerequisites: None
Corequisites: None

This course covers the techniques of costume construction and crafts processes. Emphasis is placed on learning costuming techniques, using equipment and materials, and finishing production-appropriate costumes. Upon completion, students should be able to demonstrate an understanding of pattern drafting, construction techniques, and costume fitting procedures.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 145 Stage Make-up Class 1 Lab 2 Clinical 0 Credit 2
Prerequisites: None
Corequisites: None

This course covers the research, design, selection of materials, and application of stage make-up, prosthetics, wigs, and hairpieces. Emphasis is placed on the development of techniques, style, and presentation of the finished make-up. Upon completion, students should be able to create and apply make-up, prosthetics, and hairpieces.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 147 Sound Technology 3 0 0 3
Prerequisites: DRA 140
Corequisites: None

This course provides an introduction to the analysis of sound equipment technology and its operation and uses on stage. Emphasis is placed on assessing sound needs and on installing, running, and maintaining equipment. Upon completion, students should be able to demonstrate skills as a sound environment designer and technician.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 170 Play Production I 0 9 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course provides an applied laboratory study of the processes involved in the production of a play. Topics include fundamental practices, principles, and techniques associated with producing plays of various periods and styles. Upon completion, students should be able to participate in an assigned position with a college theatre production.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 171 Play Production II 0 9 0 3
Prerequisites: DRA 170
Corequisites: None

This course provides an applied laboratory study of the processes involved in the production of a play. Topics include fundamental practices, principles, and techniques associated with producing plays of various periods and styles. Upon completion, students should be able to participate in an assigned position with a college theatre production.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 175 Teleplay Production I 0 9 0 3
Prerequisites: None
Corequisites: None

This course provides an applied laboratory study of the processes involved in production of a dramatic television program. Emphasis is placed on the fundamental practices, principles, and techniques associated with producing dramatic television programming. Upon completion, students should be able to participate in an assigned position with a college dramatic television production.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 176 Teleplay Production II 0 9 0 3
Prerequisites: DRA 175
Corequisites: None

This course provides an applied laboratory study of the processes involved in production of a sit-com television program. Emphasis is placed on the fundamental practices, principles, and techniques associated with producing sit-com television programming. Upon completion, students should be able to participate in an assigned position with a college sit-com television production.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 211 Theatre History I 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course covers the development of theatre from its origin to the closing of the British theatre in 1642. Topics include the history, aesthetics, and representative dramatic literature of the period. Upon completion, students should be able to trace the evolution of theatre and recognize the styles and types of world drama.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

DRA 212 Theatre History II 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course covers the development of theatre from 1660 through the diverse influences which shaped the theatre of the twentieth century. Topics include the history, aesthetics, and representative dramatic literature of the period. Upon completion, students should be able to trace the evolution of theatre and recognize the styles and types of world drama.
This course has been approved to satisfy the Comprehensive

Class Lab Clinical Credit

Articulation Agreement general education core requirement in humanities/fine arts.

DRA 230 Acting III 0 6 0 3
Prerequisites: DRA 131
Corequisites: None

This course is designed to include an exploration of acting styles. Emphasis is placed on putting the actor's skills to work in a major theatrical form-musical, comedy, or drama. Upon completion, students should be able to explore their creativity in an acting ensemble.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 231 Acting IV 0 6 0 3
Prerequisites: DRA 230
Corequisites: None

This course is designed to include further exploration of acting styles. Emphasis is placed on putting the actor's skills to work in a major theatrical form-musical, comedy, or drama. Upon completion, students should be able to explore their creativity in an acting ensemble.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 240 Lighting for the Theatre 2 2 0 3
Prerequisites: None
Corequisites: None

This course is an applied study of theatre lighting and is designed to train theatre technicians. Emphasis is placed on lighting technology including the mechanics of lighting and light control equipment by practical work with lighting equipment. Upon completion, students should be able to demonstrate competence with lighting equipment.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 260 Directing 0 6 0 3
Prerequisites: DRA 130
Corequisites: Enrollment in or successful completion of DRA 140

This course provides an analysis and application of the techniques of theatrical directing. Topics include script selection, analysis, casting, rehearsal planning, blocking, stage business, tempo, and technical considerations. Upon completion, students should be able to plan, execute, and critically discuss a student-directed production.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

Class Lab Clinical Credit

DRA 270 Play Production III 0 9 0 3
Prerequisites: DRA 171
Corequisites: None

This course provides an applied laboratory study of the processes involved in the production of a play. Topics include fundamental practices, principles, and techniques associated with producing plays of various periods and styles. Upon completion, students should be able to participate in an assigned position with a college theatre production.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 271 Play Production IV 0 9 0 3
Prerequisites: DRA 270
Corequisites: None

This course provides an applied laboratory study of the processes involved in the production of a play. Topics include fundamental practices, principles, and techniques associated with producing plays of various periods and styles. Upon completion, students should be able to participate in an assigned position with a college theatre production.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

DRA 275 Teleplay Production III 0 9 0 3
Prerequisites: DRA 176
Corequisites: None

This course provides an applied laboratory study of the processes involved in production of an action television program. Emphasis is placed on the fundamental practices, principles, and techniques associated with producing action television programming. Upon completion, students should be able to participate in an assigned position with a college action television production. *This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.*

DRA 276 Teleplay Production IV 0 9 0 3
Prerequisites: DRA 176
Corequisites: None

This course provides an applied laboratory study of the processes involved in production of a variety television program. Emphasis is placed on the fundamental practices, principles, and techniques associated with producing variety television programming. Upon completion, students should be able to participate in an assigned position with a college variety television production.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

ECM 168 Electronic Business 2 2 0 3
Prerequisites: None
Corequisites: None

This course provides a survey of the world of electronic business. Topics include the definition of electronic business, current practices as they evolve using Internet strategy in business, and application of basic business principles to the world of e-commerce. Upon completion, students should be able to define electronic business and demonstrate an understanding of the benefits of e-commerce as a foundation for developing plans leading to electronic business implementation.

ECM 210 Intro to E-Commerce 2 2 0 3
Prerequisites: None
Corequisites: None

This course introduces the concepts and tools to implement electronic commerce via the Internet. Topics include application and server software selection, securing transactions, use and verification of credit cards, publishing of catalogs, and site administration. Upon completion, students should be able to setup a working e-commerce Internet web site.

ECM 220 E-Commerce Planning & Implementation 2 2 0 3
Prerequisites: None
Corequisites: None

This course builds on currently accepted business practices to develop a business plan and implementation model for e-commerce. Topics include analysis and synthesis of the planning cycle, cost/benefit analysis, technical systems, marketing, security, financial support, Internet strategies, website design, customer support and feedback and assessment. Upon completion, students should be able to develop a plan for e-commerce in a small to medium size business.

ECM 230 Capstone Project 1 6 0 3
Prerequisites: ECM 220
Corequisites: None

This course provides experience in Electronic Commerce. Emphasis is placed on the implementation of an e-commerce model for an existing business. Upon completion, students should be able to successfully develop and implement a plan for e-commerce in a small to medium size business.

ECO 151 Survey of Economics 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course introduces basic concepts of micro- and macroeconomics. Topics include supply and demand, optimizing economic behavior, prices and wages, money, interest rates, banking system, unemployment, inflation, taxes, government spending, and international trade. Upon completion, students should be able to explain alternative solutions for economic problems faced by private and government sectors.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

ECO 251 Prin of Microeconomics 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course introduces economic analysis of individual, business, and industry in the market economy. Topics include the price mechanism, supply and demand, optimizing economic behavior, costs and revenue, market structures, factor markets, income distribution, market failure, and government intervention. Upon completion, students should be able to identify and evaluate consumer and business alternatives in order to efficiently achieve economic objectives.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

ECO 252 Prin of Macroeconomics 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in RED 090)
Corequisites: None

This course introduces economic analysis of aggregate employment, income, and prices. Topics include major schools of economic thought; aggregate supply and demand; economic measures, fluctuations, and growth; money and banking; stabilization techniques; and international trade. Upon completion, students should be able to evaluate national economic components, conditions, and alternatives for achieving socioeconomic goals.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

EDU 111 Early Childhood Cred I 2 0 0 2
Prerequisites: None
Corequisites: None

This course introduces early childhood education and the role of the teacher in environments that encourage exploration and learning. Topics include professionalism, child growth and development, individuality, family, and culture. Upon completion, students should be able to identify and demonstrate knowledge of professional roles, major areas of child growth and development, and diverse families.

	Class	Lab	Clinical	Credit
EDU 112 Early Childhood Cred II	2	0	0	2

Prerequisites: EDU 111
Corequisites: None

This course introduces developmentally appropriate practices, positive guidance, and standards of health, safety, and nutrition. Topics include the learning environment, planning developmentally appropriate activities, positive guidance techniques, and health, safety, and nutrition standards. Upon completion, students should be able to demonstrate developmentally appropriate activities and positive guidance techniques and describe health/sanitation/nutrition practices that promote healthy environments for children.

EDU 113 Family/Early Child Cred	2	0	0	2

Prerequisites: EDU 111
Corequisites: None

This course covers business/professional practices for family early childhood providers, developmentally appropriate practices, positive guidance, and methods of providing a safe and healthy environment. Topics include developmentally appropriate practices; health, safety and nutrition; and business and professionalism. Upon completion, students should be able to develop a handbook of policies, procedures, and practices for a family child care home.

EDU 119 Early Childhood Education	4	0	0	4

Prerequisites: None
Corequisites: None

This course covers the foundations of the education profession, types of programs, professionalism, and planning quality programs for children. Topics include historical foundations, career options, types of programs, professionalism, observational skills, and planning developmentally appropriate schedules, environments, and activities for children. Upon completion, students should be able to demonstrate observational skills, identify appropriate schedules and environments, develop activity plans, and describe influences on the profession.

EDU 131 Child, Family, & Communication	3	0	0	3

Prerequisites: None
Corequisites: None

This course covers the relationships between the families, programs for children/schools, and the community. Emphasis is placed on establishing and maintaining positive collaborative relationships with families and community resources. Upon completion, students should be able to demonstrate strategies for effectively working with diverse families and identifying and utilizing community resources.

	Class	Lab	Clinical	Credit
EDU 144 Child Development I	3	0	0	3

Prerequisites: PSY 150
Corequisites: None

This course covers the theories of child development and the development sequences of children from conception through the pre-school years for early educators. Emphasis is placed on sequences in physical/motor, social, emotional, cognitive, and language development and appropriate experiences for the young child. Upon completion, students should be able to identify developmental milestones, plan experiences to enhance development, and describe appropriate interaction techniques and environments for typical/atypical development.

EDU 145 Child Development II	3	0	0	3

Prerequisites: PSY 150
Corequisites: None

This course covers theories of child development and developmental sequences of children from pre-school through middle childhood for early childhood educators. Emphasis is placed on characteristics of physical/motor, social, emotional, and cognitive/language development and appropriate experiences for children. Upon completion, students should be able to identify developmental characteristics, plan experiences to enhance development, and describe appropriate interaction techniques and environments.

EDU 146 Child Guidance	3	0	0	3

Prerequisites: PSY 150
Corequisites: None

This course introduces practical principles and techniques for developmentally appropriate guidance. Emphasis is placed on encouraging self-esteem and cultural awareness, effective communication skills, and direct and indirect guidance techniques and strategies. Upon completion, students should be able to demonstrate strategies which encourage positive social interactions, promote conflict resolution, and develop self-control, self-motivation, and self-esteem in children.

EDU 151 Creative Activities	3	0	0	3

Prerequisites: None
Corequisites: None

This course covers creative learning environments, planning and implementing developmentally appropriate experiences, and developing appropriate teaching materials for the classroom. Emphasis is placed on creative activities for children in art, music, movement and physical skills, and dramatics. Upon completion, students should be able to select and evaluate developmentally appropriate learning materials and activities.

EDU 151A Creative Activities Lab	0	2	0	1

Prerequisites: None
Corequisites: EDU 151

This course provides a laboratory component to complement EDU 151. Emphasis is placed on practical experiences

Class Lab Clinical Credit

that enhance concepts introduced in the classroom. Upon completion, students should be able to demonstrate a practical understanding of the development and implementation of appropriate creative activities.

EDU 153 Health, Safety, & Nutrition 3 0 0 3
Prerequisites: None
Corequisites: None

This course focuses on promoting and maintaining the health and well-being of children. Topics include health and nutritional needs, safe and healthy environments, and recognition and reporting of child abuse and neglect. Upon completion, students should be able to set up and monitor safe indoor and outdoor environments and implement a nutrition education program.

EDU 185 Cognitive & Lang Act 3 0 0 3
Prerequisites: None
Corequisites: EDU 185A

This course covers methods of developing cognitive and language/communication skills in children. Emphasis is placed on planning the basic components of language and cognitive processes in developing curriculum activities. Upon completion, students should be able to identify, plan, select materials and equipment, and implement and evaluate developmentally appropriate curriculum activities.

EDU 185A Cognitive & Lang Act Lab 0 2 0 1
Prerequisites: None
Corequisites: EDU 185

This course provides a laboratory component to complement EDU 185. Emphasis is placed on practical experiences that enhance concepts introduced in the classroom. Upon completion, students should be able to demonstrate a practical understanding of the development and implementation of appropriate cognitive language activities.

EDU 188 Issues in Early Child Ed 2 0 0 2
Prerequisites: None
Corequisites: None

This course covers topics and issues in early childhood education. Emphasis is placed on current advocacy issues, emerging technology, professional growth experiences, and other related topics. Upon completion, students should be able to list, discuss, and explain current topics and issues in early childhood education.

EDU 216 Foundations in Education 3 2 0 4
Prerequisites: a. Proficiency in Reading (minimum ASSET Reading score of 42 or minimum CPT Reading score of 80 **OR** a grade of "C" or better in ENG 095 or RED 090)
b. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic **OR** a grade of "C" or better in MAT 060)
c. Proficiency in Intermediate Algebra (minimum ASSET score of 43 on Intermediate Algebra or a minimum CPT score of 76 on Elementary Algebra **OR** a grade of "C" or better in MAT 080 or MAT 090)
Corequisites: None

This course introduces the American educational system and the teaching profession. Topics include historical and philosophical foundations of education, contemporary educational, structural, legal, and financial issues, PRAXIS I preparation and observation and participation in public school classrooms. Upon completion, students should be able to relate classroom observations to the roles of teachers and schools and the process of teacher education.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement

EDU 221 Children with Special Needs 3 0 0 3
Prerequisites: EDU 144 and EDU 145 or PSY 244 and PSY 245
Corequisites: None

This course introduces working with children with special needs. Emphasis is placed on the characteristics and assessment of children and strategies for adapting the home and classroom environment. Upon completion, students should be able to recognize atypical development, make appropriate referrals, and work collaboratively to plan, implement, and evaluate inclusion strategies.

EDU 234 Infants, Toddlers, & Twos 3 0 0 3
Prerequisites: EDU 144
Corequisites: None

This course covers the skills needed to effectively implement group care for infants, toddlers, and two-year olds. Emphasis is placed on child development and developmentally appropriate practices. Upon completion, students should be able to identify, plan, select materials and equipment, and implement and evaluate a developmentally appropriate curriculum.

EDU 235 School-Age Dev & Program 2 0 0 2
Prerequisites: None
Corequisites: None

This course presents developmentally appropriate practices in group care for school-age children. Topics include principles of development, environmental planning, and positive guidance techniques. Upon completion, students should be able to discuss developmental principles for children five to twelve years of age and plan and implement age-appropriate activities.

EDU 251 Exploration Activities Class 3 Lab 0 Clinical 0 Credit 3
Prerequisites: None
Corequisites: EDU 251A

This course covers discovery experiences in science, math, and social studies. Emphasis is placed on developing concepts for each area and encouraging young children to explore, discover, and construct concepts. Upon completion, students should be able to discuss the discovery approach to teaching, explain major concepts in each area, and plan appropriate experiences for children.

EDU 251A Exploration Act Lab 0 2 0 1
Prerequisites: None
Corequisites: EDU 251

This course provides a laboratory component to complement EDU 251. Emphasis is placed on practical experiences that enhance concepts introduced in the classroom. Upon completion, students should be able to demonstrate a practical understanding of the development and implementation of appropriate science, math, and social studies activities for children.

EDU 259 Curriculum Planning 3 0 0 3
Prerequisites: EDU 112, EDU 113, or EDU 119 and EDU 151A or EDU 185A or EDU 251A
Corequisites: None

This course covers early childhood curriculum planning. Topics include philosophy, curriculum, indoor and outdoor environmental design, scheduling, observation and assessment, and instructional planning and evaluation. Upon completion, students should be able to assess children and curriculum; plan for daily, weekly, and long-range instruction; and design environments with appropriate equipment and supplies.

EDU 261 Early Childhood Admin I 2 0 0 2
Prerequisites: None
Corequisites: None

This course covers the policies, procedures, and responsibilities for the management of early childhood education programs. Topics include implementation of goals, principles of supervision, budgeting and financial management, and meeting the standards for a NC Child Day Care license. Upon completion, students should be able to develop program goals, explain licensing standards, determine budgeting needs, and describe effective methods of personnel supervision.

EDU 262 Early Childhood Admin II 3 0 0 3
Prerequisites: EDU 261
Corequisites: None

This course provides a foundation for budgetary, financial, and personnel management of the child care center. Topics include budgeting, financial management, marketing, hiring, supervision, and professional development of a child care center. Upon completion, students should be able to formulate marketing, financial management, and fund development plans and develop personnel policies, including supervision and staff development plans.

EDU 263 Dev School-Age Prog 2 0 0 2
Prerequisites: None
Corequisites: None

This course introduces the methods and procedures for operating a school-age program in either the public or proprietary setting. Emphasis is placed on constructing and organizing the physical environment as well as planning and developing a school-age program. Upon completion, students should be able to plan and develop a quality school-age program.

EGR 110 Intro to Engineering Tech 2 0 0 2
Prerequisite: None
Corequisite: None

This course introduces general topics relevant to engineering technology. Topics include the role of the technician, careers in technology, applied mathematics, and programmable calculators. Upon completion, students should be able to choose a career option in engineering technology and use a programmable calculator to solve technical mathematics problems.

ELC 111 Intro to Electricity 2 2 0 3
Prerequisites: None
Corequisites: None

This course introduces the fundamental concepts of electricity and test equipment to non-electrical/electronic majors. Topics include basic DC and AC principles (voltage, resistance, current, impedance); components (resistors, inductors, and capacitors); power; and operation of test equipment. Upon completion, students should be able to construct and analyze simple DC and AC circuits using electrical test equipment.

ELC 112 DC/AC Electricity 3 6 0 5
Prerequisites: None
Corequisites: None

This course introduces the fundamental concepts of and computations related to DC/AC electricity. Emphasis is placed on DC/AC circuits, components, operation of test equipment; and other related topics. Upon completion, students should be able to construct, verify, and analyze simple DC/AC circuits.

ELC 113 Basic Wiring I 2 6 0 4
Prerequisites: None
Corequisites: None

This course introduces the care/usage of tools and materials used in electrical installations and the requirements of the National Electrical Code. Topics include NEC, electrical safety, and electrical blueprint reading; planning, layout; and installation of electrical distribution equipment; lighting; overcurrent protection; conductors; branch circuits; and conduits. Upon completion, students should be able to properly install conduits,

Class Lab Clinical Credit

wiring, and electrical distribution equipment associated with basic electrical installations.

ELC 114 Basic Wiring II 2 6 0 4
Prerequisites: ELC 113
Corequisites: None

This course provides additional instruction in the application of electrical tools, materials, and test equipment associated with electrical installations. Topics include the NEC; safety; electrical blueprints; planning, layout, and installation of equipment and conduits; and wiring devices such as panels and overcurrent devices. Upon completion, students should be able to properly install equipment and conduit associated with electrical installations.

ELC 115 Industrial Wiring 2 6 0 4
Prerequisites: ELC 113
Corequisites: None

This course covers layout, planning, and installation of wiring systems in industrial facilities. Emphasis is placed on industrial wiring methods and materials. Upon completion, students should be able to install industrial systems and equipment.

ELC 117 Motors and Controls 2 6 0 4
Prerequisites: ELC 112 or ELC 131
Corequisites: None

This course introduces the fundamental concepts of motors and motor controls. Topics include ladder diagrams, pilot devices, contactors, motor starters, motors, and other control devices. Upon completion, students should be able to properly select, connect, and troubleshoot motors and control circuits.

ELC 118 National Electrical Code 1 2 0 2
Prerequisites: ELC 113 or permission of the instructor
Corequisites: None

This course covers the use of the current National Electrical Code. Topics include the NEC history, wiring methods, overcurrent protection, materials, and other related topics. Upon completion, students should be able to effectively use the NEC.

ELC 119 NEC Calculations 1 2 0 2
Prerequisites: ELC 118 or permission of the instructor
Corequisites: None

This course covers branch circuit, feeder, and service calculations. Emphasis is placed on sections of the National Electrical Code related to calculations. Upon completion, students should be able to use appropriate code sections to size wire, conduit, and overcurrent devices for branch circuits, feeders, and service.

ELC 125 Diagrams and Schematics 1 2 0 2
Prerequisites: ELC 113 or permission of the instructor
Corequisites: None

This course covers the interpretation of electrical diagrams, schematics, and drawings common to electrical applications. Emphasis is placed on reading and interpreting electrical diagrams and schematics. Upon completion, students should be able to read and interpret electrical diagrams and schematics.

ELC 128 Intro to PLC 2 3 0 3
Prerequisites: ELC 117 or permission of the instructor
Corequisites: None

This course introduces the programmable logic controller (PLC) and its associated applications. Topics include ladder logic diagrams, input/output modules, power supplies, surge protection, selection/installation of controllers, and interfacing of controllers with equipment. Upon completion, students should be able to install PLCs and create simple programs.

ELC 131 DC/AC Circuit Analysis 4 3 0 5
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading) or a grade of "C" or better in ENG 095
Corequisites: MAT 121

This course introduces DC and AC electricity with an emphasis on circuit analysis, measurements, and operation of test equipment. Topics include DC and AC principles, circuit analysis laws and theorems, components, test equipment operation, circuit simulation software, and other related topics. Upon completion, students should be able to interpret circuit schematics; design, construct, verify, and analyze DC/AC circuits; and properly use test equipment.

ELC 133 Adv Circuit Analysis 2 3 0 3
Prerequisites: ELC 131
Corequisites: None

This course covers additional concepts of DC/AC electricity, the use of test equipment, and measurement techniques for electrical/electronics majors. Topics include the application of network theorems such as delta/wye transformations, Superposition Theorem, and other advanced circuit analysis principles. Upon completion, students should be able to construct and analyze DC/AC circuits used advanced circuit analysis theorems, circuit simulators, and test equipment.

ELC 228 PLC Applications 2 6 0 4
Prerequisites: ELC 128
Corequisites: None

This course continues the study of the programming and applications of programmable logic controllers. Emphasis is placed on advanced programming, networking, advanced I/O modules, reading and interpreting error codes, and troubleshooting. Upon completion, students should be able to program and troubleshoot programmable logic controllers.

ELC 229 Applications Project — Class 1, Lab 3, Clinical 0, Credit 2
Prerequisites: ELC 112, ELC 113
Corequisites: None

This course provides an individual and/or integrated team approach to a practical project as approved by the instructor. Topics include project selection and planning, implementation and testing, and a final presentation. Upon completion, students should be able to plan and implement an applications-oriented project.

ELC 231 Electric Power Systems — Class 3, Lab 2, Clinical 0, Credit 4
Prerequisites: None
Corequisites: None

This course covers the basic principles of electric power systems, including transmission lines, generator and transformer characteristics, and fault detection and correction. Emphasis is placed on line diagrams and per unit calculations for circuit performance analysis in regards to voltage regulation, power factor, and protection devices. Upon completion, students should be able to analyze simple distribution subsystems, calculate fault current, and determine the size and type of circuit protection devices.

ELN 114 Marine Electronics — Class 1, Lab 2, Clinical 0, Credit 2
Prerequisites: None
Corequisites: None

This course introduces a wide variety of marine electronics that are used in the marine research industry. Topics include basic theory, components, circuits, testing, troubleshooting, and installation of AC and DC marine electronics. Upon completion, students should be able to install, troubleshoot, and operate basic marine electronics used in the marine research industry.

ELN 131 Electronic Devices — Class 3, Lab 3, Clinical 0, Credit 4
Prerequisites: ELC 131 or ELC 112, MAT 121
Corequisites: None

This course includes semiconductor-based devices such as diodes, bipolar transistors, FETs, thyristors, and related components . Emphasis is placed on analysis, selection, biasing, and applications in power supplies, small signal amplifiers, and switching and control circuits. Upon completion, students should be able to construct, analyze, verify, and troubleshoot discrete component circuits using appropriate techniques and test equipment.

ELN 132 Linear IC Applications — Class 3, Lab 3, Clinical 0, Credit 4
Prerequisites: ELN 131
Corequisites: None

This course introduces the characteristics and applications of linear integrated circuits. Topics include op-amp circuits, differential amplifiers, instrumentation amplifiers, waveform generators, active filters, PLLs, and IC voltage regulators. Upon completion, students should be able to construct, analyze, verify, and troubleshoot linear integrated circuits using appropriate techniques and test equipment.

ELN 133 Digital Electronics — Class 3, Lab 3, Clinical 0, Credit 4
Prerequisites: ELC 112 or ELC 131, ELN 131
Corequisites: None

This course covers combinational and sequential logic circuits. Topics include number systems, Boolean algebra, logic families, MSI and LSI circuits, AC/DC converters, and other related topics. Upon completion, students should be able to construct, analyze, verify, and troubleshoot digital circuits using appropriate techniques and test equipment.

ELN 150 CAD for Electronics — Class 1, Lab 3, Clinical 0, Credit 2
Prerequisites: CIS 110 or CIS 111 or ELC 127
Corequisites: None

This course introduces computer-aided drafting (CAD) with an emphasis on applications in the electronics field. Topics include electronics industry standards (symbols, schematic diagrams, layouts); drawing electronic circuit diagrams; and specialized electronic drafting practices and components such as resistors, capacitors, and ICs. Upon completion, students should be able to prepare electronic drawings with CAD software.

ELN 229 Industrial Electronics — Class 2, Lab 4, Clinical 0, Credit 4
Prerequisites: ELC 112, ELC 131
Corequisites: None

This course covers semiconductor devices used in industrial applications. Topics include the basic theory, application, and operating characteristics of semiconductor devices (filters, rectifiers, FET, SCR, Diac, Triac, Op-amps, etc). Upon completion, students should be able to install and/or troubleshoot these devices for proper operation in an industrial electronic circuit.

ELN 231 Industrial Controls — Class 2, Lab 3, Clinical 0, Credit 3
Prerequisites: ELC 112, or ELC 131
Corequisites: None

This course introduces the fundamental concepts of solid-state control of rotating machinery and associated peripheral devices. Topics include rotating machine theory, ladder logic, electromechanical and solid state relays, motor controls, pilot devices, three-phase power systems, and other related topics. Upon completion, students should be able to interpret ladder diagrams and demonstrate an understanding of electromechanical and electronic control of rotating machinery.

ELN 232 Intro to Microprocessors — Class 3, Lab 3, Clinical 0, Credit 4
Prerequisites: CSC 133, ELN 133
Corequisites: None

This course introduces microprocessor architecture and microcomputer systems including memory and input/output interfacing. Topics include assembly language programming, bus architecture, bus cycle types, I/O systems, memory systems, interrupts, and other related topics. Upon completion, students should be able to interpret, analyze, verify, and

troubleshoot fundamental microprocessor circuits and programs using appropriate techniques and test equipment. In addition, microprocessor interfacing techniques using C and assembly language programming will be examined.

ELN 234 Communication Systems 3 3 0 4
Prerequisites: ELN 131, 132, 133 and MAT 121
Corequisites: None

This course introduces the fundamentals of electronic communication systems. Topics include the frequency spectrum, electrical noise, modulation techniques, characteristics of transmitters and receivers, and digital communications. Upon completion, students should be able to interpret analog and digital communication circuit diagrams, analyze transmitter and receiver circuits, and use appropriate communication test equipment.

ELN 235 Data Communication System 3 3 0 4
Prerequisites: ELN 234
Corequisites: None

This course covers data communication systems and the transmission of digital information from source to destination. Topics include data transmission systems, serial interfaces and modems, protocols, networks, and other related topics. Upon completion, students should be able to demonstrate knowledge of the concepts associated with data communication systems.

ELN 236 Fiber Optics and Lasers 3 2 0 4
Prerequisites: None
Corequisites: None

This course introduces the fundamentals of fiber optics and lasers. Topics include the transmission of light; characteristics of fiber optic and lasers and their systems; fiber optic production; types of lasers; and laser safety. Upon completion, students should be able to understand fiber optic communications and basic laser fundamentals. In addition, opto-electronic devices and optical transmitters and receivers will be investigated and analyzed.

ELN 237 Local Area Networks 2 3 0 3
Prerequisites: A grade of "C" or better in ENG 095 or English and Reading Placement Score 42 or higher and either CIS 110, CIS 111 or Instructor approval.
Corequisites: None

This course introduces the fundamentals of local area networks and their operation in business and computer environments. Topics include the characteristics of network topologies, system hardware (repeaters, bridges, routers, gateways), system configuration, and installation and administration of the LAN. Upon completion, students should be able to install, maintain, and manage a local area network.

ELN 238 Advanced LANs 2 3 0 3
Prerequisites: ELN 237
Corequisites: None

This course covers advanced concepts, tools, and techniques associated with servers, workstations, and overall local area network performance. Topics include network security and configuration, system performance and optimization, communication protocols and packet formats, troubleshooting techniques, multi-platform integration, and other related topics. Upon completion, students should be able to use advanced techniques to install, manage, and troubleshoot networks and optimize server and workstation performance.

ELN 260 Prog Logic Controllers 3 3 0 4
Prerequisites: None
Corerequisites: None

This course provides a detailed study of PLC applications, with a focus on design of industrial control circuits using the PLC. Topics include PLC components, memory organization, math instructions, programming documentation, input/output devices, and applying PLCs in the design of industrial control systems. Upon completion, students should be able to design and program a PLC system to perform a wide variety of industrial control functions.

ELN 275 Troubleshooting 1 2 0 2
Prerequisites: None
Corequisites: ELN 133 or ELN 141

This course covers techniques of analyzing and repairing failures in electronic equipment. Topics include safety, signal tracing, use of service manuals, and specific troubleshooting methods for analog, digital, and other electronics-based circuits and systems. Upon completion, students should be able to logically diagnose and isolate faults and perform necessary repairs to meet manufacturers' specifications.

ENG 075 Reading/Lang. Essentials 5 0 0 5
Prerequisites: a. Students must have an ASSET score of 23 – 34 on both the Writing and the Reading placement tests OR a CPT score of 20 – 40 on Writing and 20 – 38 on Reading
b. Students are placed in this developmental class on the basis of the lower Writing/Reading test scores. A higher score on only one of the tests does not place the student out of ENG 075. Example: 24 on ASSET Writing and 40 on Reading
Corequisites: None

This course uses whole language to develop proficiency in basic reading and writing. Emphasis is placed on increasing vocabulary, developing comprehension skills, and improving grammar. Upon completion, students should be able to understand and create grammatically and syntactically correct sentences.

Class Lab Clinical Credit

ENG 085 Read & Writing Foundat 5 0 0 5
Prerequisites: a. Students must earn a grade of "C" or better in ENG 075 OR in ENG 070 and RED 070 OR
b. Students must have an ASSET score of 35–38 on both the Writing and the Reading placement tests OR a CPT score of 41- 65 on Writing and 39-56 on Reading. Students are placed in this developmental class on the basis of the lower of the Writing/Reading test scores. A higher score on only one of the tests does not place the student out of ENG 085. Example: 41 on ASSET Writing and 36 on ASSET Reading
Corequisites: None

This course uses whole language to develop proficiency in reading and writing for college. Emphasis is placed on applying analytical and critical reading skills to a variety of texts and on introducing the writing process. Upon completion, students should be able to recognize and use various patterns of text organization and compose effective paragraphs

ENG 095 Reading/Comp Strategies 5 0 0 5
Prerequisites: a. Students must earn a grade of "C" or better in ENG 085 or ENG 080 and RED 080
b. Students must have an ASSET score of 39-41 on both the Writing and the Reading Placement tests or a CPT score of 66-85 on Writing and 57-79 on Reading. Students are placed in this developmental class on the basis of the lower of the Writing/Reading test scores. A higher score on only one of the tests does not place the student out of ENG 095.Example: 39 on Writing and 42 on Reading.
Corequisites: None

This course uses whole language to strengthen proficiency in reading and writing for college. Emphasis is placed on applying critical reading skills to narrative and expository texts and on using the writing process. Upon completion, students should be able to comprehend, analyze, and evaluate college texts and to compose essays in preparation for college writing.

ENG 101 Applied Communications I 3 0 0 3
Prerequisites: None
Corequisites: None

This course is designed to enhance reading and writing skills for the workplace. Emphasis is placed on technical reading, job-related vocabulary, sentence writing, punctuation, and spelling. Upon completion, students should be able to identify main ideas with supporting details and produce mechanically correct short writings appropriate to the workplace.

Class Lab Clinical Credit

ENG 102 Applied Communications II 3 0 0 3
Prerequisites: None
Corequisites: None

This course is designed to enhance writing and speaking skills for the workplace. Emphasis is placed on generating short writings such as job application documents, memoranda, and reports and developing interpersonal communication skills with employees and the public. Upon completion, students should be able to prepare effective, short, and job-related written and oral communications.

ENG 111 Expository Writing 3 0 0 3
Prerequisites: A grade of "C" or better in ENG 095 or in ENG 090 and RED 090 OR a minimum ASSET score of 42 on both the Reading and the Writing placement tests OR minimum CPT scores of 80 on Reading and 86 on Writing
Corequisites: None

This course is the required first course in a series of two designed to develop the ability to produce clear expository prose. Emphasis is placed on the writing process including audience analysis, topic selection, thesis support and development, editing, and revision. Upon completion, students should be able to produce unified, coherent, well-developed essays using standard written English. This course may be taught in a computer lab.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in English composition.

ENG 112 Argument-Based Research 3 0 0 3
Prerequisites: ENG 111
Corequisites: None

This course, the second in a series of two, introduces research techniques, documentation styles, and argumentative strategies. Emphasis is placed on analyzing data and incorporating research findings into documented argumentative essays and research projects. Upon completion, students should be able to summarize, paraphrase, interpret, and synthesize information from primary and secondary sources using standard research format and style.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in English composition.

ENG 113 Literature-Based Research 3 0 0 3
Prerequisites: ENG 111
Corequisites: None

This course, the second in a series of two, expands the concepts developed in ENG 111 by focusing on writing that involves literature-based research and documentation. Emphasis is placed on critical reading and thinking and the analysis and interpretation of prose, poetry, and drama: plot, characterization, theme, cultural context, etc. Upon completion, students should

Class Lab Clinical Credit

be able to construct mechanically sound, documented essays and research papers that analyze and respond to literary works.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in English composition.

ENG 114 Profess Research/Report 3 0 0 3
Prerequisites: ENG 111
Corequisites: None

This course, the second in a series of two, is designed to teach professional communication skills. Emphasis is placed on research, listening, critical reading and thinking, analysis, interpretation, and design used in oral and written presentations. Upon completion, students should be able to work individually and collaboratively to produce well-designed business and professional written and oral presentations.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in English composition.

ENG 125 Creative Writing I 3 0 0 3
Prerequisites: ENG 111
Corequisites: None

This course is designed to provide students with the opportunity to practice the art of creative writing. Emphasis is placed on writing, fiction, poetry, and sketches. Upon completion, students should be able to craft and critique their own writing and critique the writing of others.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

ENG 126 Creative Writing II 3 0 0 3
Prerequisites: ENG 125
Corequisites: None

This course is designed as a workshop approach for advancing imaginative and literary skills. Emphasis is placed on the discussion of style, techniques, and challenges for first publications. Upon completion, students should be able to submit a piece of their writing for publication.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

ENG 131 Introduction to Literature 3 0 0 3
Prerequisites: ENG 111
Corequisites: Enrollment in or successful completion of ENG 112 or ENG 113 or ENG 114

This course introduces the principal genres of literature. Emphasis is placed on literary terminology, devices, structure, and interpretation. Upon completion, students should be able to analyze and respond to literature.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

Class Lab Clinical Credit

ENG 132 Introduction to Drama 3 0 0 3
Prerequisites: ENG 111
Corequisites: ENG 112 or ENG 113 or ENG 114

This course provides intensive study of drama as a literary form, based on close reading of representative texts. Emphasis is placed on the development and analysis of drama. Upon completion, students should be able to interpret, analyze, and discuss the distinguishing features of drama.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

ENG 133 Introduction to the Novel 3 0 0 3
Prerequisites: ENG 111
Corequisites: ENG 112 or ENG 113 or ENG 114

This course provides intensive study of the novel as a literary form, based on close reading of representative texts. Emphasis is placed on the development and analysis of the novel. Upon completion, students should be able to interpret, analyze, and discuss the distinguishing features of the novel.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

ENG 231 American Literature I 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course covers selected works in American literature from its beginnings to 1865. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

ENG 232 American Literature II 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course covers selected works in American literature from 1865 to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

Class Lab Clinical Credit

ENG 233 Major American Writers 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course provides an intensive study of the works of several major American authors. Emphasis is placed on American history, culture, and the literary merits. Upon completion, students should be able to interpret, analyze, and evaluate the works studied.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

ENG 241 British Literature I 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course covers selected works in British literature from the beginnings to the Romantic Period. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

ENG 242 British Literature II 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course covers selected works in British literature from the Romantic Period to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to literary works in their historical and cultural contexts.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

ENG 251 Western World Literature I 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course provides a survey of selected European works from the Classical period through the Renaissance. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to selected works.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

Class Lab Clinical Credit

ENG 252 Western World Literature II 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course provides a survey of selected European works from the Neoclassical period to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to selected works.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

ENG 261 World Literature I 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course introduces selected works from the Pacific, Asia, Africa, Europe, and the Americas from their literary beginnings through the seventeenth century. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to selected works.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

ENG 262 World Literature II 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course introduces selected works from the Pacific, Asia, Africa, Europe, and the Americas from the eighteenth century to the present. Emphasis is placed on historical background, cultural context, and literary analysis of selected prose, poetry, and drama. Upon completion, students should be able to interpret, analyze, and respond to selected works.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

ENG 272 Southern Literature 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course provides an analytical study of the works of several Southern authors. Emphasis is placed on the historical and cultural contexts, themes, aesthetic features of individual works, and biographical backgrounds of the authors. Upon completion, students should be able to interpret, analyze, and discuss selected works.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

ENG 273 African-American Literature 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course provides a survey of the development of African-American literature from its beginnings to the present. Emphasis is placed on historical and cultural context, themes, literary traditions, and backgrounds of the authors. Upon completion, students should be able to interpret, analyze, and respond to selected texts.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

ENG 274 Literature by Women 3 0 0 3
Prerequisites: ENG 112 or ENG 113 or ENG 114
Corequisites: None

This course provides an analytical study of the works of several women authors. Emphasis is placed on the historical and cultural contexts, themes and aesthetic features of individual works, and biographical backgrounds of the authors. Upon completion, students should be able to interpret, analyze, and discuss selected works.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

FBG 100 Fiberglass Mold Making 3 4 0 5
Prerequisites: BTB 102
Corequisites: None

This course introduces the construction of male and female molds for fiberglass boat production. Emphasis is placed on perfecting the plug chopper gun operation, materials and methods for mold construction, and current trends in the boat building industry. Upon completion, students should be able to finish a plug to the standards required by the industry and build a fiberglass mold suitable for production.

FRE 111 Elementary French I 3 0 0 3
Prerequisites: A grade of "C" or better in ENG 085 or RED 080 OR a minimum ASSET Reading score of 39 or a minimum CPT Reading score of 57
Corequisites: None

This course introduces the fundamental elements of the French language within a cultural context. Emphasis is placed on the development of basic listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with grammatical accuracy to spoken and written French and demonstrate cultural awareness.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

FRE 112 Elementary French II 3 0 0 3
Prerequisites: FRE 111
Corequisites: None

This course is a continuation of FRE 111 focusing on the fundamental elements of the French language within a cultural context. Emphasis is placed on the progressive development of listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with increasing proficiency to spoken and written French and to demonstrate further cultural awareness.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

FRE 211 Intermediate French I 3 0 0 3
Prerequisites: FRE 112
Corequisites: None

This course provides a review and expansion of the essential skills of the French language. Emphasis is placed on the study of authentic and representative literary and cultural texts. Upon completion, students should be able to communicate effectively, accurately, and creatively about the past, present, and future.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

FRE 212 Intermediate French II 3 0 0 3
Prerequisites: FRE 211
Corequisites: None

This course is a continuation of FRE 211. Emphasis is placed on the continuing study of authentic and representative literary and cultural texts. Upon completion, students should be able to communicate spontaneously and accurately with increasing complexity and sophistication.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

FVP 111 Intro to Film and Video 2 3 0 3
Prerequisites: None
Corequisites: None

This course is an overview of the film making process from conceptualization to execution and examines film genres in the context of history, theory, creativity, and commerce. Topics include the history of film and video in the US, technical terminology, relationships between various job categories, and the language of film. Upon completion, students should be able to demonstrate a film vocabulary and knowledge of working conditions in the film/video production field.

FVP 112 Art Dept Operations I Class 1 Lab 4 Clinical 0 Credit 3
Prerequisites: None
Corequisites: None

This course introduces practical fabrication skills for wood and other materials required to build both props and sets from blueprints, photographs, or sketches. Emphasis is placed on the safe use of hand and power tools, and the skills required for collaborative efforts in set and prop construction. Upon completion students should be able to demonstrate a working knowledge of the equipment and skills necessary to assist in constructing sets and props.

FVP 113 Grip & Electrical I Class 1 Lab 4 Clinical 0 Credit 3
Prerequisites: None
Corequisites: None

This course covers various grip/support packages used in different environments for studio and location. Topics include lighting units, hardware, stands, color media, and electrical theory with emphasis on safety. Upon completion, students should be able to execute basic grip and electrical directions given by the key grip, and/or gaffer.

FVP 114 Camera & Lighting I Class 2 Lab 3 Clinical 0 Credit 3
Prerequisites: None
Corequisites: None

This course covers the basic principles of video camera and recorder operations in professional formats, crew protocol and safety, and basic lighting theory and application. Emphasis is placed on terminology, the characteristics of light, basic lighting procedures, and proper procedures of field recording with video equipment. Upon completion, students should be able to demonstrate an understanding of the basic technical terms of camera operation, video recording and lighting equipment.

FVP 115 Camera & Lighting II Class 2 Lab 3 Clinical 0 Credit 3
Prerequisites: FVP 114
Corequisites: None

This course offers advanced principles of video camera and recorder operations and introduces students to film formats and equipment as well as advanced lighting theory applications. Emphasis is placed on terminology, lighting for effect, and color correction. Upon completion, students should be able to demonstrate an understanding of camera terms and equipment, lighting theory and applications, and assist on studio and location shoots.

FVP 116 Sound Operations Class 2 Lab 3 Clinical 0 Credit 3
Prerequisites: None
Corequisites: None

This course provides an overview of sound theory, methods, and technologies for location and studio recording, and hands-on work in location sound gathering. Emphasis is placed on terminology, protocol, cabling, trouble-shooting, mixing skills and safety aspects associated with hands-on work in sound gathering. Upon completion, students should be able to demonstrate an understanding of sound theory and terminology and assist professionals in sound gathering in both film and audio production.

FVP 117 Make-up & Wardrobe Class 2 Lab 3 Clinical 0 Credit 3
Prerequisites: None
Corequisites: None

This course covers talent presentation for camera including period and genre make-up styles, materials and methods of fabrication. Emphasis is placed on understanding the wardrobe department, make-up application, prosthetics and special effects make-up with emphasis on safety, hygiene, durability and continuity. Upon completion, students should understand the functions of the wardrobe department and demonstrate competence in the use of various make-up applications.

FVP 120 Art Dept. Operations II Class 1 Lab 4 Clinical 0 Credit 3
Prerequisites: FVP 112
Corequisites: None

This course provides a more in depth coverage of the skills necessary to assist in the set construction, paint, set dressing, props and greens departments. Emphasis is placed on the skill range required for each craft including, but not limited to, plumbing, casting, wallpapering, furniture construction, upholstery, wiring and drapery. Upon completion students should be competent to assist in all fields related to the fabrication and decoration of sets and props.

FVP 130 Grip and Electrical II Class 1 Lab 4 Clinical 0 Credit 3
Prerequisites: FVP 113
Corequisites: None

This course provides a more in depth coverage of grip/support packages used in studio work and on location. Topics include advanced coverage of lighting, color media, and camera dollies, rigging, and electrical distribution with emphasis on safety issues. Upon completion students should be able to execute grip and electrical directions given by the key grip, gaffer, cinematographer and/or director of photography.

FVP 211 Continuity and Locations Class 2 Lab 3 Clinical 0 Credit 3
Prerequisites: FVP 111 and FVP 115 and FVP 116 and FVP 120
Corequisites: None

This course introduces students to camera and script continuity as well as the necessary skills and technical vocabulary associated with location scouting. Emphasis is placed on the technical terms, protocol, and industry-standard forms, note taking, as well as still photography, location contracts and forms. Upon completion, students should be able to assist above-the-line industry personnel prior to and during production as well as assist in all aspects of selecting and securing suitable shooting sites.

	Class	Lab	Clinical	Credit
FVP 212 Production Techniques I	1	12	0	5

Prerequisites: FVP 111 and FVP 115 and FVP 116 and FVP 120
Corequisites: None

This course provides experience working in a variety of crew
positions with both student and professional productions and covers advanced film production concepts. Emphasis is placed on successful interaction with other advanced students and/or professionals as well as competency in advanced film production concepts. Upon completion, students should be able to demonstrate professional skills needed to pursue careers in the film and video industry.

FVP 213 Production Techniques II	1	12	0	5

Prerequisites: FVP 212
Corequisites: None

This course provides experience working in a variety of crew
positions with both student and professional productions and covers advanced film production concepts. Emphasis is placed on successful interaction with other advanced students and/or professionals as well as competency in advanced film production concepts. Upon completion, students should be able to demonstrate professional skills needed to pursue careers in key positions in the film and video industry.

FVP 220 Editing I	2	3	0	3

Prerequisites: FVP 111
Corequisites: FVP 115

This course covers film and video editing from traditional methods to digital non-linear systems and basic film lab and transfer facility procedures. Topics include terminology, technologies, aesthetics, basic picture-only editing skills; and the editor's role augmented by hands-on experience. Upon completion, students should be able to use editing equipment and basic digitizing, logging, and picture only editing skills.

FVP 221 Editing II	2	3	0	3

Prerequisites: FVP 220
Corequisites: None

This course covers editing in the digital environment, starting from the camera negative through the transfer, the non-linear digital edit and going back to negative matching. Topics include terminology, technologies, aesthetics, advanced sound and picture editing skills, and the editor's role augmented by hands-on experience. Upon completion student should be able to demonstrate proficiency in using editing equipment and sound and picture editing skills.

	Class	Lab	Clinical	Credit
FVP 250 Production Specialities I	1	6	0	3

Prerequisites: None
Corequisites: None

This course provides education and training through contextual learning in the film production areas of art department, camera, sound, grip, electric, locations, script, and continuity. Emphasis is placed on successful professional level interaction with other students and industry professionals through pre-production and initial production of an actual film/video project. Upon completion, students should demonstrate an understanding of the film/video pre-production and initial production process, and the relationship among the departments in these areas.

GEL 113 Historical Geology	3	2	0	4

Prerequisites: GEL 111 or GEL 120
Corequisites: None

This course covers the geological history of the earth and its life forms. Emphasis is placed on the study of rock strata, fossil groups, and geological time. Upon completion, students should be able to identify major fossil groups and associated rock strata and approximate ages of geological formations.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

GEL 120 Physical Geology	3	2	0	4

Prerequisites: None
Corequisites: None

This course provides a study of the structure and composition of the earth's crust. Emphasis is placed on weathering, erosional and depositional processes, mountain building forces, rocks and minerals, and structural changes. Upon completion, students should be able to explain the structure, composition, and formation of the earth's crust.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

GEL 230 Environmental Geology	3	2	0	4

Prerequisites: GEL 120 or PHS 130
Corequisites: None

This course provides insights into geologic forces that cause environmental changes influencing man's activities. Emphasis is placed on natural hazards and disasters caused by geologic forces. Upon completion, students should be able to relate major hazards and disasters to the geologic forces responsible for their occurrence.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

GER 111 Elementary German I — Class 3 Lab 0 Clinical 0 Credit 3
Prerequisites: A grade of "C" or better in ENG 085 or RED 080 OR a minimum ASSET Reading score of 39 or a minimum CPT Reading score of 57
Corequisites: None

This course introduces the fundamental elements of the German language within a cultural context. Emphasis is placed on the development of basic listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with grammatical accuracy to spoken and written German and demonstrate cultural awareness.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

GER 112 Elementary German II — 3 0 0 3
Prerequisites: GER 111
Corequisites: None

This course is a continuation of GER 111 focusing on the fundamental elements of the German language within a cultural context. Emphasis is placed on the progressive development of listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with increasing proficiency to spoken and written German and to demonstrate further cultural awareness.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

GER 211 Intermediate German I — 3 0 0 3
Prerequisites: GER 112
Corequisites: None

This course provides a review and expansion of the essential skills of the German language. Emphasis is placed on the study of authentic and representative literary and cultural texts. Upon completion, students should be able to communicate effectively, accurately, and creatively about the past, present, and future.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

GER 212 Intermediate German II — 3 0 0 3
Prerequisites: GER 211
Corequisites: None

This course is a continuation of GER 211. Emphasis is placed on the continuing study of authentic and representative literary and cultural texts. Upon completion, students should be able to communicate spontaneously and accurately with increasing complexity and sophistication.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

HEA 111 First Aid & Safety — 1 2 0 2
Prerequisites: None
Corequisites: None

This course provides first aid and safety education. Emphasis is placed on safe attitudes, accident prevention, and response to accidents and injuries. Upon completion, students should be able to demonstrate proper first aid and safety skills
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

HEA 112 First Aid & CPR — 1 2 0 2
Prerequisites: None
Corequisites: None

This course introduces the basics of emergency first aid treatment. Topics include rescue breathing, CPR, first aid for choking and bleeding, and other first aid procedures. Upon completion, students should be able to demonstrate skills in providing emergency care for the sick and injured until medical help can be obtained.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

HET 110 Diesel Engines — 3 9 0 6
Prerequisites: None
Corequisites: None

This course introduces theory, design, terminology, and operating adjustments for diesel engines. Emphasis is placed on safety, theory of operation, inspection, measuring, and rebuilding diesel engines according to factory specifications. Upon completion, students should be able to measure, diagnose problems, and repair diesel engines.

HET 112 Diesel Electrical Sys — 3 6 0 5
Prerequisites: None
Corequisites: None

This course introduces electrical theory and applications as they relate to diesel powered equipment. Topics include lighting, accessories, safety, starting, charging, instrumentation, and gauges. Upon completion, students should be able to follow schematics to identify, repair, and test electrical circuits and components.

HET 114 Power Trains — 3 6 0 5
Prerequisites: None
Corequisites: None

This course introduces power transmission devices. Topics include function and operation of gears, chains, clutches, planetary gears, drive lines, differentials, and transmissions. Upon completion, students should be able to identify, research specifications, repair, and adjust power train components.

	Class	Lab	Clinical	Credit
HET 115 Electronic Engines	2	3	0	3

Prerequisites: None
Corequisites: None

This course introduces the principles of electronically controlled diesel engines. Emphasis is placed on testing and adjusting diesel engines in accordance with manufacturers' specifications. Upon completion, students should be able to diagnose, test, and calibrate electronically controlled diesel engines.

HET 116 Air Condit./Diesel Equip.	1	2	0	2

Prerequisites: None
Corequisites: None

This course provides a study of the design, theory, and operation of heating and air conditioning systems in newer models of medium and heavy duty vehicles. Topics include component function, refrigeratnt recovery, and environmental regulations. Upon completion, students should be able to use proper techniques and equipment to diagnose and repair heating/air-conditioning systems according to industry standards.

HET 118 Mechanical Orientation	2	0	0	2

Prerequisites: None
Corequisites: None

This course introduces the care and safe use of power and hand tools. Topics include micrometers, dial indicators, torque wrenches, drills, taps, dies, screw extractors, thread restorers, and fasteners. Upon completion, students should be able to select and properly use tools for various operations.

HET 120 Intro to Mobile Equipment	1	2	0	2

Prerequisites: None
Corequisites: None

This course introduces the functions and systems of modern medium and heavy duty vehicles. Topics include use of technical manuals, tools and equipment, record keeping, material safety data sheets, and work habit safety. Upon completion, students should be able to use technical manuals, tools, equipment, and material safety data sheets.

HET 121 Marine Engines	2	6	0	4

Prerequisites: None
Corequisites: None

This course covers two- and four-cycle diesel engines that are used for marine vessel propulsion. Emphasis is placed on construction, design, cooling systems, lubrication systems, and air-intake systems. Upon completion, students should be able to test, troubleshoot, diagnose. and repair marine engine systems. This course is a unique concentration requirement of the Marine Systems concentration in the Heavy Equipment and Transport Technology program.

	Class	Lab	Clinical	Credit
HET 125 Preventive Maintenance	1	3	0	2

Prerequisites: None
Corequisites: None

This course introduces preventive maintenance practices used on medium and heavy duty vehicles and rolling assemblies. Topics include preventive maintenance schedules, services, DOT rules and regulations, and roadability. Upon completion, students should be able to set up and follow a preventive maintenance schedule as directed by manufacturers.

HET 128 Med/Heavy Duty Tune-up	1	2	0	2

Prerequisites: None
Corequisites: None

This course introduces tune-up and troubleshooting according to manufacturers' specifications. Topics include troubleshooting engine systems, tune-up procedures, and use and care of special test tools and equipment. Upon completion, students should be able to troubleshoot, diagnose, and repair engines and components using appropriate diagnostic equipment.

HET 134 Mechanical Fuel Injection	2	2	0	3

Prerequisites: None
Corequisites: None

This course introduces the principles of mechanical fuel injection. Emphasis is placed on test equipment, component functions, and theory. Upon completion, students should be able to diagnose, service, and repair fuel systems and governors.

HET 145 Marine Electricity	2	6	0	4

Prerequisites: None
Corequisites: None

This course covers basic DC and AC electrical systems used in marine electrical systems. Topics include installation and wiring of various lighting, electrical instruments, and service generators aboard vessels. Upon completion, students should be able to test, service, and repair marine electrical systems. This course is a unique concentration requirement of the Marine Systems concentration in the Heavy Equipment and Transport Technology program.

HET 147 Marine Power Trains	2	6	0	4

Prerequisites: None
Corequisites: None

This course covers the principles and function of marine power trains. Emphasis is placed on marine gears, drive lines, gear reduction, and installation aboard vessels. Upon completion, students should be able to test, service, and troubleshoot marine power trains. This course is a unique concentration requirement of the Marine Systems concentration in the Heavy Equipment and Transport Technology program.

HET 229 Brakes and Steering Class 1 Lab 2 Clinical 0 Credit 2
Prerequisites: None
Corequisites: None

This course introduces the theory and principles of braking and steering in medium and heavy duty vehicles. Topics include wheel and tire problems, frame members, bearings, fifth wheel, coupling systems, and braking systems. Upon completion, students should be able to diagnose, adjust, and repair steering and braking problems on medium and heavy duty vehicles.

HIS 115 Intro to Global History Class 3 Lab 0 Clinical 0 Credit 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course introduces the study of global history. Emphasis is placed on topics such as colonialism, industrialism, and nationalism. Upon completion, students should be able to analyze significant global historical issues.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

HIS 116 Current World Problems Class 3 Lab 0 Clinical 0 Credit 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course covers current world events from an historical perspective. Topics include regional problems as well as international concerns. Upon completion, students should be able to analyze significant current world problems from an historical perspective.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

HIS 121 Western Civilization I Class 3 Lab 0 Clinical 0 Credit 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course introduces western civilization from pre-history to the early modern era. Topics include ancient Greece, Rome, and Christian institutions of the Middle Ages and the emergence of national monarchies in western Europe. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in early western civilization.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

HIS 122 Western Civilization II Class 3 Lab 0 Clinical 0 Credit 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course introduces western civilization from the early modern era to the present. Topics include the religious wars, the Industrial Revolution, World Wars I and II, and the Cold War. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in modern western civilization.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

HIS 131 American History I Class 3 Lab 0 Clinical 0 Credit 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course is a survey of American history from pre-history through the Civil War era. Topics include the migrations to the Americas, the colonial and revolutionary periods, the development of the Republic, and the Civil War. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in early American history.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

HIS 132 American History II Class 3 Lab 0 Clinical 0 Credit 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course is a survey of American history from the Civil War era to the present. Topics include industrialization, immigration, the Great Depression, the major American wars, the Cold War, and social conflict. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in American history since the Civil War.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

HIS 221 African-American History Class 3 Lab 0 Clinical 0 Credit 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course covers African-American history from the Colonial period to the present. Topics include African origins, the slave trade, the Civil War, Reconstruction, the Jim Crow era, the civil rights movement, and contributions of African Ameri-

Class Lab Clinical Credit

cans. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in the history of African Americans.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

HIS 228 History of the South 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course covers the origin and development of the South as a distinct region of the United States. Emphasis is placed on Southern identity and its basis in cultural, social, economic, and political developments during the 19th and 20th centuries. Upon completion, students should be able to identify and analyze the major cultural, social, economic, and political developments in the South.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

HIS 229 History of the Old South 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course is a study of the development of the South from European settlement through the Civil War. Topics include the multi-ethnic character of colonization, the plantation economy, relations between social classes, the nature of slavery, and issues leading to the Civil War. Upon completion, students should be able to analyze significant political, socioeconomic, and cultural developments in the antebellum South.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

HOR 112 Landscape Design I 2 3 0 3
Prerequisites: None
Corequisites: None

This course covers landscape principles and practices for residential and commercial sites. Emphasis is placed on drafting, site analysis, and common elements of good design, plant material selection, and proper plant utilization. Upon completion, students should be able to read, plan, and draft a landscape design.

HOR 114 Landscape Construction 2 2 0 3
Prerequisites: None
Corequisites: None

This course introduces the design and fabrication of landscape structures/features. Emphasis is placed on safety, tool identification and use, material selection, construction techniques, and fabrication. Upon completion, students should be able to design and construct common landscape structures/features.

HOR 134 Greenhouse Operations 2 2 0 3
Prerequisites: None
Corequisites: None

This course covers the principles and procedures involved in the operation and maintenance of greenhouse facilities. Emphasis is placed on the operation of greenhouse systems, including the environmental control, record keeping, scheduling, and production practices. Upon completion, students should be able to demonstrate the ability to operate greenhouse systems and facilities to produce greenhouse crops.

HOR 142 Fruit & Vegetable Prod 1 2 0 2
Prerequisites: None
Corequisites: None

This course introduces the principles and techniques of growing fruits and field-grown vegetables. Topics include site selection, proper varietal selection, nutritional values, cultural techniques, harvesting and marketing, and insect and disease control. Upon completion, students should be able to demonstrate an understanding of the principles related to the production of selected fruits and vegetables.

HOR 160 Plant Materials I 2 2 0 3
Prerequisites: None
Corequisites: None

This course covers identification, culture, characteristics, and use of plants. Emphasis is placed on nomenclature, identification, growth requirements, cultural requirements, soil preferences, and landscape applications. Upon completion, students should be able to demonstrate knowledge of the proper selection and utilization of plant materials.

HOR 164 Hort Pest Management 2 2 0 3
Prerequisites: None
Corequisites: None

This course covers the identification and control of plant pests including insects, diseases, and weeds. Topics include pest identification and chemical regulations, safety, and pesticide application. Upon completion, students should be able to meet the requirements for North Carolina Commercial Pesticide Ground Applicators license.

HOR 235 Greenhouse Production 2 2 0 3
Prerequisites: None
Corequisites: None

This course covers the production of greenhouse crops. Emphasis is placed on product selection and production based on market needs and facility availability, including record keeping. Upon completion, students should be able to select and make production schedules to successfully produce greenhouse crops.

	Class	Lab	Clinical	Credit
HOR 260 Plant Materials II	2	2	0	3

Prerequisites: HOR 160
Corequisites: None

This course is a continuation of HOR 160 and covers additional plants. Emphasis is placed on reinforcement of skills and the introduction of additional plants. Upon completion, students should be able to demonstrate knowledge of the proper selection and utilization of plant materials.

HOR 268 Adv Propagation	3	3	0	4

Prerequisites: None
Corequisites: None

This course covers applied production techniques for asexual and sexual plant propagation. Emphasis is placed on the major accepted methods of asexual propagation and sexual propagation of woody ornamental plants, with evaluation of all initiated propagation. Upon completion, students should be able to successfully propagate a variety of plant materials utilizing methods covered in the course.

HRM 110 Intro to Hospitality	2	0	0	2

Prerequisites: None
Corequisites: None

This course covers the growth and progress of the hospitality industry. Topics include financing, hotels, restaurants, and clubs. Upon completion, students should be able to demonstrate an understanding of the background, context, and career opportunities that exist in the hospitality industry.

HRM 115 Housekeeping	3	0	0	3

Prerequisites: None
Corequisites: HRM 115A

This course covers the scope, responsibilities, communications, terminology, materials, and concerns specific to hotel housekeeping. Topics include management and supervision of housekeeping staff in the proper cleaning and sanitation of rooms and public areas, budgeting, purchasing, security, and inventory control. Upon completion, students should be able to understand and apply the principles of organization and management of a housekeeping department

HRM 115A Housekeeping Lab	0	2	0	1

Prerequisites: None
Corequisites: HRM 115

This course is a laboratory to accompany HRM 115. Emphasis is placed on the development of skills for the performance of housekeeping tasks. Upon completion, students should be able to demonstrate mastery of housekeeping skills.

HRM 120 Front Office Procedures	3	0	0	3

Prerequisites: None
Corequisites: HRM 120A

This course provides a systematic approach to hotel front office procedures. Topics include reservations, registration, guest satisfaction, occupancy and rate management, security, interdepartmental communications, and related guest services. Upon completion, students should be able to demonstrate a basic understanding of current front office operating systems, including efficient and courteous guest services.

HRM 120A Front Office Proced Lab	0	2	0	1

Prerequisites: None
Corequisites: HRM 120

This course is laboratory to accompany HRM 120. Emphasis is placed on practical computer applications of theory covered in HRM 120. Upon completion, students should be able to demonstrate a basic proficiency in computer-based, front office applications.

HRM 130 Bed and Breakfast Mgt.	2	0	0	2

Prerequisites: None
Corequisites: None

This course provides an overview of the management of bed and breakfast facilities. Emphasis is placed on lifestyle commitment, property needs, computer operations, business and marketing plans, customer service and facility management. Upon completion, students should be able to describe and apply the principles of management unique to the bed and breakfast industry.

HRM 135 Facilities Management	2	0	0	2

Prerequisites: None
Corequisites: None

This course introduces the basic elements of planning and designing hospitality facilities, including their maintenance and upkeep. Topics include equipment and plant preventive maintenance, engineering, interior design, space utilization, remodeling and expansion, and traffic and work flow patterns. Upon completion, students should be able to demonstrate an understanding of the planning, design, and maintenance of hospitality physical plants and equipment.

HRM 140 Hospitality Tourism Law	3	0	0	3

Prerequisites: None
Corequisites: None

This course covers the rights and responsibilities that the law grants to or imposes upon the hospitality industry. Topics include federal and state regulations, historical and current practices, safety and security, risk management, loss prevention, torts, and contracts. Upon completion, students should be able to demonstrate an understanding of the legal system to prevent or minimize organizational liability.

HRM 145 Hospitality Supervision	3	0	0	3

Prerequisites: None
Corequisites: None

This course covers principles of supervision as they apply to the hospitality industry. Topics include recruitment, selection, orientation, training, evaluation, and leadership skills. Upon

completion, students should be able to understand and apply basic supervisory skills unique to the hospitality and service industry.

HRM 150 Hospitality Training 3 0 0 3
Prerequisites: None
Corequisites: None

This course introduces techniques and methodology involved in developing training programs. Topics include job specification, description and breakdown, training methods, coaching, evaluation, and management development. Upon completion, students should be able to produce job specifications, descriptions, and breakdowns and conduct technical training.

HRM 210 Meetings & Conventions 3 0 0 3
Prerequisites: None
Corequisites: None

This course introduces organization, arrangement, and operation of conventions, trade shows, professional meetings, and food functions. Emphasis is placed on the methods of marketing, selling, and servicing conventions and trade shows and the division of administrative responsibilities in their operation. Upon completion, students should be able to describe and apply the principles of management to multi-function, multi-day conferences and events.

HRM 215 Restaurant Management 3 0 0 3
Prerequisites: CUL 135
Corequisites: HRM 215A

This course provides an overview of the various challenges and responsibilities encountered in managing a food and beverage operation. Topics include planning, administration, organization, accounting, marketing, and human resources from an integrated managerial viewpoint. Upon completion, students should be able to demonstrate an understanding of the operation of a restaurant.

HRM 215 A Restaurant Manage Lab 0 2 0 1
Prerequisites: None
Corequisites: HRM 215

This course is a laboratory to accompany HRM 215. Emphasis is placed on practical applications of restaurant management principles. Upon completion, students should be able to demonstrate a basic proficiency in restaurant management applications.

HRM 220 Food & Beverage Controls 3 0 0 3
Prerequisites: MAT 110 or MAT 115
Corequisites: None

This course introduces controls and accounting procedures used in the hospitality industry. Topics include analysis of financial statements, reports, and costs. Upon completion, students should be able to understand and apply food, beverage, and labor cost control systems.

HRM 220A Food & Bev Control Lab 0 2 0 1
Prerequisites: MAT 110 or MAT 115
Corequisites: HRM 220

This course is a laboratory to accompany HRM 220. Emphasis is placed on practical computer applications of food and beverage control procedures. Upon completion, students should be able to demonstrate proficiency in computer-based control applications.

HRM 225 Beverage Management 2 0 0 2
Prerequisites: None
Corequisites: None

This course introduces the management of beverage operations in a hospitality operation. Topics include history, service, procurement, storage, and control of wines, fermented and distilled beverages, sparkling waters, coffees, and teas. Upon completion, students should be able to demonstrate knowledge of the beverages consumed in a hospitality operation.

HRM 230 Club & Resort Management 2 0 0 2
Prerequisites: None
Corequisites: None

This courses introduces specific principles of managing a hospitality operation in a resort or club setting. Topics include resort and club marketing, recreational and sport activity management, and retail management. Upon completion, students should be able to demonstrate an understanding of the specialized skills involved in resort and club management.

HRM 240 Hospitality Marketing 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers planning, organizing, directing, and analyzing the results of marketing programs in the hospitality industry. Emphasis is placed on market segmentation and analysis, product and image development, sales planning, advertising, public relations, and collateral materials. Upon completion, students should be able to prepare a marketing plan applicable to the hospitality industry.

HRM 245 Hospitality Human Resource Management 3 0 0 3
Prerequisites: None
Corequisites: None

This course presents a systematic approach to human resource management in the hospitality industry. Topics include labor regulations and laws, hiring, development, discipline, motivation, separation, productivity, and organizational culture. Upon completion, students should be able to apply sound human resource management skills to the hospitality industry.

HRM 280 Hospitality Management Problems — Class 3, Lab 0, Clinical 0, Credit 3
Prerequisites: HRM 220
Corequisites: None

This course addresses current global, national, and local concerns and issues in the hospitality industry. Emphasis is placed on problem-solving skills using currently available resources. Upon completion, students should be able to apply hospitality management principles to real challenges facing industry managers.

HUM 110 Technology and Society — Class 3, Lab 0, Clinical 0, Credit 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course considers technological change from historical, artistic, and philosophical perspectives and its effect on human needs and concerns. Emphasis is placed on the causes and consequences of technological change. Upon completion, students should be able to critically evaluate the implications of technology.

HUM 115 Critical Thinking — Class 3, Lab 0, Clinical 0, Credit 3
Prerequisites: Proficiency in reading and writing (a grade of "C" or better in ENG 095 or in RED 090 and ENG 090 OR a minimum ASSET score of 42 on both the Writing and the Reading placement tests OR minimum CPT scores of 80 on Reading and 86 on Writing
Corequisites: None

This course introduces the use of critical thinking skills in the context of human conflict. Emphasis is placed on information, problem solving, approaching cross-cultural perspectives, and resolving controversies and dilemmas. Upon completion, students should be able to demonstrate orally and in writing the use of critical thinking skills in the analysis of appropriate texts. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

HUM 130 Myth in Human Culture — Class 3, Lab 0, Clinical 0, Credit 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course provides an in-depth study of myths and legends. Topics include the varied sources of myths and their influence on the individual and society within diverse cultural contexts. Upon completion, students should be able to demonstrate a general familiarity with myths and a broad-based understanding of the influence of myths and legends on modern culture. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

HUM 160 Introduction to Film — Class 2, Lab 2, Clinical 0, Credit 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: None

This course introduces the fundamental elements of film artistry and production. Topics include film styles, history, and production techniques, as well as the social values reflected in film art. Upon completion, students should be able to critically analyze the elements covered in relation to selected films. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.*

HUM 161 Advanced Film Studies — Class 2, Lab 2, Clinical 0, Credit 3
Prerequisites: HUM 160
Corequisites: None

This course provides an advanced study of film art and production, building on skills learned in HUM 160. Topics include advanced film production techniques, film genres, examination of master directors' styles, and the relation of film to culture. Upon completion, students should be able to recognize and critically analyze advanced elements of film production.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

HUM 220 Human Values and Meaning — Class 3, Lab 0, Clinical 0, Credit 3
Prerequisites: ENG 111
Corequisites: None

This course presents some major dimensions of human experience as reflected in art, music, literature, philosophy, and history. Topics include the search for identity, the quest for knowledge, the need for love, the individual and society, and the meaning of life. Upon completion, students should be able to recognize interdisciplinary connections and distinguish between open and closed questions and between narrative and scientific models of understanding.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

HYD 110 Hydraulics/Pneumatics I — Class 2, Lab 3, Clinical 0, Credit 3
Prerequisites: None
Corequisites: None

This course introduces the basic components and functions of hydraulic and pneumatic systems. Topics include standard symbols, pumps, control valves, control assemblies, actuators, Fluid Routing Lines, maintenance procedures, and switching and control devices. Upon completion, students should be able to understand the operation of a fluid power system, including design, application, and troubleshooting.

HYD 112 Hydraul/Med/Heavy Duty 1 2 0 2
Prerequisites: None
Corequisites: None

This course introduces hydraulic theory and applications as applied to mobile equipment. Topics include component studies such as pumps, motors, valves, cylinders, filters, reservoirs, lines, and fittings. Upon completion, students should be able to identify, diagnose, test, and repair hydraulic systems using schematics and technical manuals.

ISC 112 Industrial Safety 2 0 0 2
Prerequisites: None
Corequisites: None

This course introduces the principles of industrial safety. Emphasis is placed on industrial safety and OSHA and environmental regulations. Upon completion, students should be able to demonstrate knowledge of a safe working environment.

ITN 130 Web Site Management 2 2 0 3
Prerequisites: None
Corequisites: None

This course covers the issues involved in web site architecture. Topics include operating system directory structures, web site structural design, web site navigation, web site maintenance, backup and security. Upon completion, students should be able to design a web site directory plan optimized for navigation and ease of maintenance.

ITN 160 Principles of Web Design 2 2 0 3
Prerequisites: None
Corequisites: None

This course introduces intermediate to advanced web page design techniques. Topics include effective use of graphics, fonts, colors, navigation tools, advanced markup language elements, as well as a study of bad design techniques. Upon completion, the student should be able to employ advanced design techniques to create high impact and highly functional web pages.

ITN 170 Intro to Internet Databases 2 2 0 3
Prerequisites: None
Corequisites: None

This is the first of two courses introducing the use of databases to store, retrieve and query data through HTML forms. Topics include database design for Internet databases, use of ODBC-compliant databases. Upon completion, students should be able to create and maintain a database that will collect, query and report on data via an HTML form.

ITN 240 Internet Security 2 2 0 3
Prerequisites: CIS 172, ELN 237 or permission of the instructor
Corequisites: None

This course covers security issues related to Internet services. Topics include the operating system and Internet service security mechanisms. Upon completion, students should be able to implement security procedures for operating system level and server level alerts.

ITN 270 Adv Internet Databases 2 2 0 3
Prerequisites: ITN 170
Corequisites: None

This is the second of two courses on internet databases. Topics include database distribution and replication, data warehousing, integration of desktop and Internet database structures. Upon completion, students should be able to design and implement an Internet database.

JOU 110 Intro to Journalism 3 0 0 3
Prerequisites: Proficiency in reading and writing (a grade of "C" or better in ENG 095 or in RED 090 and ENG 090 OR a minimum ASSET score of 42 on both the Writing and the Reading placement tests OR minimum CPT scores of 80 on Reading and 86 on Writing)
Corequisites: None

This course presents a study of journalistic news, feature, and sports writing. Emphasis is placed on basic news writing techniques and on related legal and ethical issues. Upon completion, students should be able to gather, write, and edit news, feature, and sports articles.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

LEX 110 Intro to Paralegal Study 2 0 0 2
Prerequisites: None
Corequisites: None

This course introduces the paralegal profession and the legal system. Topics include regulations and concepts, ethics, case analysis, legal reasoning, career opportunities, certification, professional organizations, and other related topics. Upon completion, students should be able to explain the role of the paralegal and identify the skills, knowledge, and ethics required of legal assistants.

LEX 120 Legal Research/Writing I 2 2 0 3
Prerequisites: None
Corequisites: None

This course introduces the techniques of legal research and writing. Emphasis is placed on locating, analyzing, applying, and updating sources of law; effective legal writing, including proper citation; and the use of electronic research methods.

Class Lab Clinical Credit

Upon completion, students should be able to perform legal research and writing assignments using techniques covered in the course.

LEX 121 Legal Research/Writing II 2 2 0 3
Prerequisites: LEX 120
Corequisites: None

This course covers advanced topics in legal research and writing. Topics include more complex legal issues and assignments involving preparation of legal memos, briefs, and other documents and the advanced use of electronic research methods. Upon completion, students should be able to perform legal research and writing assignments using techniques covered in the course.

LEX 130 Civil Injuries 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers traditional tort concepts and the evolving body of individual rights created by statute. Topics include intentional and non-intentional torts with emphasis on negligence, strict liability, civil rights, workplace and environmental liability, remedies, and damages. Upon completion, students should be able to recognize, explain, and evaluate elements of civil injuries and related defenses.

LEX 140 Civil Litigation I 3 0 0 3
Prerequisites: None
Corequisites: None

This course introduces the structure of the legal system and the rules governing civil litigation. Topics include jurisdiction state and federal rules of civil procedure and evidence. Upon completion, students should be able to assist an attorney in pre-litigation matters and preparation of pleadings and motions.

LEX 150 Commercial Law I 2 2 0 3
Prerequisites: None
Corequisites: None

This course covers legally enforceable agreements, forms of organization, and selected portions of the Uniform Commercial Code. Topics include drafting and enforcement of contracts, leases, and related documents and selection and implementation of business organization forms, sales, and commercial papers. Upon completion, students should be able to apply the elements of a contract, prepare various business documents, and understand the role of commercial paper.

LEX 151 Commercial Law II 3 0 0 3
Prerequisites: LEX 150
Corequisites: None

This course is a continuation of LEX 150 and covers advanced topics in Business and Commercial Law. Topics include agency and employment, insurance, computer law, intellectual property, personal property and bailment, corporate organizations and bankruptcy. Upon completion, students will understand and be able to apply legal principles governing these topics and be able to draft a variety of financial instruments.

LEX 160 Criminal Law & Procedure 2 2 0 3
Prerequisites: None
Corequisites: None

This course introduces substantive criminal law and procedural rights of the accused. Topics include elements of state/federal crimes, defenses, constitutional issues, pre-trial and trial process, and other related topics. Upon completion, students should be able to explain elements of specific crimes and assist an attorney in preparing a criminal case.

LEX 170 Administrative Law 2 0 0 2
Prerequisites: None
Corequisites: None

This course covers the scope, authority, and regulatory operations of various federal, state, and local administrative agencies. Topics include social security, worker's compensation, unemployment, zoning, and other related topics. Upon completion, students should be able to research sources of administrative law, investigate, and assist in representation of clients before administrative agencies.

LEX 210 Real Property I 3 0 0 3
Prerequisites: None
Corequisites: None

This course introduces the study of real property law. Topics include the distinction between real and personal property, various estates, mechanics of conveyance and encumbrance, recordation, special proceedings, and other related topics. Upon completion, students should be able to identify estates, forms of deeds, requirements for recording, and procedures to enforce rights to real property.

LEX 211 Real Property II 1 4 0 3
Prerequisites: LEX 210
Corequisites: None

This course continues the study of real property law relating to title examination and preparation of closing documents. Topics include use of courthouse and other public records in title examination and preparation of documents required in real estate transactions and closings. Upon completion, students should be able to plot/draft a description, perform complete title examination, draft closing documents including title insurance forms, and prepare disbursement reconciliation.

LEX 214 Investigat & Trial Prep 1 4 0 3
Prerequisites: None
Corequisites: None

This course introduces the fundamentals of investigation. Topics include compiling/assembling data for cases; investigative planning/information gathering techniques; locating/

Class Lab Clinical Credit

interviewing witnesses; collection/preserving/evaluating sufficiency/admissibility of evidence; preparation of reports; and evidence presentation at depositions/court proceeding. Upon completion, students should be able to plan/use investigative checklists, understand/demonstrate investigative techniques, prepare reports, and enhance verbal and interpersonal communications skills and interviewing techniques.

LEX 240 Family Law 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers laws governing domestic relations. Topics include marriage, separation, divorce, child custody, support, property division, adoption, domestic violence, and other related topics. Upon completion, students should be able to interview clients, gather information, and draft documents related to family law.

LEX 250 Wills, Estates, & Trusts 2 2 0 3
Prerequisites: None
Corequisites: None

This course covers various types of wills, trusts, probate, estate administration, and intestacy. Topics include types of wills and execution requirements, caveats and dissents, intestate succession, inventories and accountings, distribution and settlement, and other related topics. Upon completion, students should be able to draft simple wills, prepare estate forms, understand administration of estates including taxation, and explain terms regarding trusts.

LEX 260 Bankruptcy & Collections 2 0 0 2
Prerequisites: None
Corequisites: None

This course provides an overview of the laws of bankruptcy and the rights of creditors and debtors. Topics include bankruptcy procedures and estate management, attachment, claim and delivery, repossession, foreclosure, collection, garnishment, and post-judgment collection procedure. Upon completion, students should be able to prepare and file bankruptcy forms, collection letters, statutory liens, and collection of judgments.

LEX 270 Law Office Mgt/Technology 1 2 0 2
Prerequisites: None
Corequisites: None

This course provides an overview of law office management and organization. Topics include office forms, filing systems, billing/time keeping, computer systems, calendar systems, library administration, case management, office/personnel procedures, ethics, and technology. Upon completion, students should be able to set up and maintain various law office systems, monitor case progress, and supervise non-lawyer personnel.

Class Lab Clinical Credit

LEX 271 Law Office Writing 1 2 0 2
Prerequisites: None
Corequisites: None

This course covers the basics of writing for the law office including the drafting of general correspondence, the briefing of cases, and the preparation of settlement brochures. Emphasis is placed on legal vocabulary in the context of letter writing, briefing judicial opinions, and the preparation of the settlement brochure. Upon completion, students should be able to draft letters to clients, opposing counsel, government entities, and insurance companies and prepare the settlement brochure.

LEX 287 CLA Review Seminar 2 0 0 2
Prerequisites: LEX 211
Corequisites: None

This course is designed to prepare students for voluntary national certification sponsored by the National Association of Legal Assistants to demonstrate significant competencies in paralegalism. Topics include Communications, Ethics, Human Relations, Interviewing Techniques, Judgment and Analytical Analysis, Legal Research, Legal Terminology, General Law and nine tested specialty areas of law. Upon completion, students should be able to demonstrate that they are eligible to take the NALA's Certified Legal Assistant Exam.

LSG 111 Basic Landscape Tech 2 0 0 2
Prerequisites: None
Corequisites: LSG 121 or LSG 122 or LSG 123

This course introduces basic principles essential to landscape gardening. Topics include soils, propagation, watering, fertilizing, pruning, pest control, and planting. Upon completion, students should be able to perform basic gardening techniques essential to maintaining a landscape.

LSG 121 Fall Gardening Lab 0 6 0 2
Prerequisites: None
Corequisites: LSG 111

This course provides basic hands-on experience in fall gardening techniques. Emphasis is placed on pruning, irrigation, planting, fertilizing, pest control, equipment operation, and turf maintenance. Upon completion, students should be able to perform various techniques essential to maintaining the fall landscape.

LSG 122 Spring Gardening Lab 0 6 0 2
Prerequisites: None
Corequisites: None

This course provides familiarization with basic gardening techniques by performing practical hands-on exercises required for the spring season. Emphasis is placed on pruning, irrigation, planting, fertilizing, pest control, equipment operation, turf maintenance, and landscape construction. Upon completion, students should be able to satisfactorily perform various practices essential to maintaining the landscape in the spring season.

	Class	Lab	Clinical	Credit
LSG 123 Summer Gardening Lab	0	6	0	2

Prerequisites: None
Corequisites: None

This course provides basic hands-on experience in summer gardening techniques. Emphasis is placed on pruning, irrigation, planting, fertilizing, pest control, equipment operation, turf maintenance, landscape construction, and maintaining fruits and vegetables. Upon completion, students should be able to perform various techniques essential to maintaining the summer landscape.

LSG 231 Landscape Supervision	2	6	0	4

Prerequisites: LSG 123 and HOR 260
Corequisites: None

This course provides experience in planning, implementing, andsupervising various landscape management projects. Emphasis is placed on supervisory skills, organizing, and scheduling. Upon completion, students should be able to supervise employees in various landscape management jobs.

LSG 232 Garden Management	1	2	0	2

Prerequisites: LSG 123 and HOR 260
Corequisites: None

This course covers the implementation of knowledge gained in previous landscape gardening courses. Emphasis is placed on scheduling, designing, renovation, and plant management. Upon completion, students should be able to collate the material learned in the Landscape Gardening curriculum and apply it to various landscape gardening situations.

LSG 297 Seminars	2	0	0	2

Prerequisites: Program Enrollment

This course provides an opportunity to explore topics of current interest. Emphasis is placed on the development of critical listening skills and the presentation of seminar issues. Upon completion, students should be able to critically analyze issues and establish informed opinions. Topics of Landscape Gardening interest presented by instructors, students, and resource speakers.

MAC 111 Machining Technology I	2	12	0	6

Prerequisites: None
Corequisites: None

This course introduces machining operations as they relate to the metalworking industry. Topics include machine shop safety, measuring tools, lathes, drilling machines, saws, milling machines, bench grinders, and layout instruments. Upon completion, students should be able to safely perform the basic operations of measuring, layout, drilling, sawing, turning, and milling.

	Class	Lab	Clinical	Credit
MAC 112 Machining Technology II	2	12	0	6

Prerequisites: MAC 111
Corequisites: None

This course provides additional instruction and practice in the use of precision measuring tools, lathes, milling machines, and grinders. Emphasis is placed on setup and operation of machine tools including the selection and use of work holding devices, speeds, feeds, cutting tools, and coolants. Upon completion, students should be able to perform basic procedures on precision grinders and advanced operations of measuring, layout, drilling, sawing, turning, and milling.

MAC 113 Machining Technology III	2	12	0	6

Prerequisites: MAC 112
Corequisites: None

This course provides an introduction to advanced and special machining operations. Emphasis is placed on working to specified tolerances with special and advanced setups. Upon completion, students should be able to produce a part to specifications. This class will also incorporate practical applications of computer numerical control programming and operations.

MAC 122 CNC Turning	1	3	0	2

Prerequisites: MAC 111 or MEC 111 or Instructor Approval
Corequisites: None

This course introduces the programming, setup, and operation of CNC turning centers. Topics include programming formats, control functions, program editing, part production, and inspection. Upon completion, students should be able to manufacture simple parts using CNC turning centers.

MAC 124 CNC Milling	1	3	0	2

Prerequisites: MAC 122 or Instructor Approval
Corequisites: None

This course introduces the manual programming, setup, and operation of CNC machining centers. Topics include programming formats, control functions, program editing, part production, and inspection. Upon completion, students should be able to manufacture simple parts using CNC machining centers.

MAC 131 Blueprint Reading/Mach I	1	2	0	2

Prerequisites: None
Corequisites: None

This course covers the basic principles of blueprint reading and sketching. Topics include multi-view drawings; interpretation of conventional lines; and dimensions, notes, and thread notations. Upon completion, students should be able to interpret basic drawings, visualize parts, and make pictorial sketches.

Class Lab Clinical Credit

MAC 132 Blueprint Reading/Mach II 1 2 0 2
Prerequisites: MAC 131
Corequisites: None

This course introduces more complex industrial blueprints. Emphasis is placed on auxiliary views, section views, violations of true projection, special views, applications of GD & T, and interpretation of complex parts. Upon completion, students should be able to read and interpret complex industrial blueprints.

MAC 152 Adv Machining Calc 1 2 0 2
Prerequisites: MAT 120
Corequisites: None

This course combines mathematical functions with practical machine shop applications and problems. Emphasis is placed on gear ratios, lead screws, indexing problems, and their applications in the machine shop. Upon completion, students should be able to calculate solutions to machining problems. Additionally, practical applications of right triangle trigonometry will be covered.

MAC 214 Machining Technology IV 2 12 0 6
Prerequisites: MAC 112
Corequisites: None

This course provides advanced applications and practical experience in the manufacturing of complex parts. Emphasis is placed on inspection, gaging, and the utilization of machine tools. Upon completion, students should be able to manufacture complex assemblies to specifications.

MAC 222 Advanced CNC Turning 1 3 0 2
Prerequisites: MAC 122
Corequisites: None

This course covers advanced methods in setup and operation of CNC turning centers. Emphasis is placed on programming and production of complex parts. Upon completion, students should be able to demonstrate skills in programming, operations, and setup of CNC turning centers.

MAC 224 Advanced CNC Milling 1 3 0 2
Prerequisites: MAC 124
Corequisites: None

This course covers advanced methods in setup and operation of CNC machining centers. Emphasis is placed on programming and production of complex parts. Upon completion, students should be able to demonstrate skills in programming, operations, and setup of CNC machining centers.

MAC 241 Jigs & Fixtures I 2 6 0 4
Prerequisites: MAC 112
Corequisites: None

This course introduces the application and use of jigs and fixtures. Emphasis is placed on design and manufacture of simple jigs and fixtures. Upon completion, students should be able to design and build simple jigs and fixtures. Additionally, computer aided manufacturing software, along with computer controlled machine tools will be used in order to design and manufacture jigs and fixtures.

MAC 242 Jigs & Fixtures II 1 9 0 4
Prerequisites: MAC 241
Corequisites: None

This course provides continued study in the application of jigs and fixtures. Emphasis is placed on design and manufacture of complex jigs and fixtures. Upon completion, students should be able to design and build complex jigs and fixtures. Additionally, computer aided manufacturing software, along with computer controlled machine tools, will be used in order to design and manufacture jigs and fixtures.

MAT 060 Essential Mathematics 3 2 0 4
Prerequisites: An ASSET score of 23–41 on Numerical Skills or a CPT score of 20-56 on Arithmetic **OR** MAT 050
Corequisites: None

This course is a comprehensive study of mathematical skills which should provide a strong mathematical foundation to pursue further study. Topics include principles and applications of decimals, fractions, percents, ratio and proportion, order of operations, geometry, measurement, and elements of algebra and statistics. Upon completion, students should be able to perform basic computations and solve relevant, multi-step mathematical problems using technology where appropriate. A grade of "C" or better is required for satisfactory completion of this course.

MAT 070 Introductory Algebra 3 2 0 4
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. ASSET score of 23-37 on Elementary Algebra or an ASSET score of 23-29 on Intermediate Algebra or a CPT score of 20-56 on Elementary AlgebraCorequisites: RED 080 or ENG 085

This course establishes a foundation in algebraic concepts and problem solving. Topics include signed numbers, exponents, order of operations, simplifying expressions, solving linear equations and inequalities, graphing, formulas, polynomials, factoring, and elements of geometry. Upon completions, students should be able to apply the above concepts in problem solving using appropriate technology. A grade of "C" or better is required for satisfactory completion of this course.

Class Lab Clinical Credit

MAT 080 Intermediate Algebra 3 2 0 4
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Elementary Algebra (ASSET score of 38-55 on Elementary Algebra or an ASSET score of 30-42 on Intermediate Algebra or a CPT score of 57-75 on Elementary Algebra OR a grade of "C" or better in MAT 070)
Corequisites: RED 080 or ENG 085

This course continues the study of algebraic concepts with emphasis on applications. Topics include factoring; rational expressions; rational exponents; rational, radical, and quadratic equations; systems of equations; inequalities; graphing; functions; variations; complex numbers; and elements of geometry. Upon completion, students should be able to apply the above concepts in problem solving using appropriate technology. A grade of "C" or better is required for satisfactory completion of this course

MAT 095 Algebraic Concepts 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers algebraic concepts with an emphasis on applications. Topics include linear, quadratic, absolute value, rational and radical equations, sets, real and complex numbers, exponents, graphing, formulas, polynomials, systems of equations, inequalities and functions. Upon completion, students should be able to apply the above topics in problem solving using appropriate technology.

MAT 101 Applied Mathematics I 2 2 0 3
Prerequisites: Proficiency in Numerical/Arithmetic Skills (a minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
Corequisites: None

This course is a comprehensive review of arithmetic with basic algebra designed to meet the needs of certificate and diploma programs. Topics include arithmetic and geometric skills used in measurement, ratio and proportion, exponents and roots, applications of percent, linear equations, formulas, and statistics. Upon completion, students should be able to solve practical problems in their specific areas of study.

Class Lab Clinical Credit

MAT 102 Applied Mathematics II 2 2 0 3
Prerequisites: MAT 101
Corequisites: None

This course introduces the concepts of right triangle trigonometry and geometry with emphasis on applications to problem solving. Topics include the basic definitions and properties of plane and solid geometry, area and volume, and right triangle trigonometry. Upon completion, students should be able to solve applied problems both independently and collaboratively.

MAT 115 Mathematical Models 2 2 0 3
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Elementary Algebra (ASSET score of 38-55 on Elementary Algebra or a CPT score of 30-42 on Intermediate Algebra or a CPT score of 57-75 on Elementary Algebra OR a grade of "C" or better in MAT 070)
Corequisites: None

This course develops the ability to utilize mathematical skills and technology to solve problems at a level found in non-mathematics-intensive programs. Topics include applications to percent, ratio and proportion, formulas, statistics, functional notation, linear functions and their groups, probability, sampling techniques, scatter plots, and modeling. Upon completion, students should be able to solve practical problems, reason and communicate with mathematics, and work confidently, collaboratively, and independently.

MAT 120 Geometry and Trig 2 2 0 3
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Elementary Algebra (ASSET score of 38-55 on Elementary Algebra or a CPT score of 30-42 on Intermediate Algebra or a CPT score of 57-75 on Elementary Algebra OR a grade of "C" or better in MAT 070)
Corequisites: None

This course introduces the concepts of plane trigonometry and geometry with emphasis on applications to problem solving. Topics include the basic definitions and properties of plane and solid geometry, area and volume, right triangle trigonometry, and oblique triangles. Upon completion, students should be able to solve applied problems both independently and collaboratively using technology.

Class Lab Clinical Credit

MAT 121 Algebra/Trig I 2 2 0 3

Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Elementary Algebra (ASSET score of 38-55 on Elementary Algebra or a CPT score of 30-42 on Intermediate Algebra or a CPT score of 57-75 on Elementary Algebra OR a grade of "C" or better in MAT 070)

Corequisites: None

This course provides an integrated approach to technology and the skills required to manipulate, display, and interpret mathematical functions and formulas used in problem solving. Topics include simplification, evaluation, and solving of algebraic and radical functions; complex numbers; right triangle trigonometry; systems of equations; and the use of technology. Upon completion, students should be able to demonstrate an understanding of the use of mathematics and technology to solve problems and analyze and communicate results.

MAT 122 Algebra/Trig II 2 2 0 3

Prerequisites: MAT 121

Corequisites: None

This course extends the concepts covered in MAT 121 to include additional topics in algebra, function analysis, trigonometry, and systems of equations. Topics include translation and scaling of functions, Sine Law, Cosine Law, complex numbers, vectors, statistics, and systems of equations. Upon completion, students should be able to demonstrate an understanding of the use of technology to solve problems and to analyze and communicate results.

MAT 140 Survey of Mathematics 3 0 0 3

Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Elementary Algebra (ASSET score of 38-55 on Elementary Algebra or a CPT score of 30-42 on Intermediate Algebra or a CPT score of 57-75 on Elementary Algebra OR a grade of "C" or better in MAT 070)

Corequisites: MAT 140A

This course provides an introduction in a non-technical setting to selected topics in mathematics. Topics may include, but are not limited to, sets, logic, probability, statistics, matrices, mathematical systems, geometry, topology, mathematics of finance, and modeling. Upon completion, students should be able to understand a variety of mathematical applications, think logically, and be able to work collaboratively and independently.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

Class Lab Clinical Credit

MAT 140A Survey of Math Lab 0 2 0 1

Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Elementary Algebra (ASSET score of 38-55 on Elementary Algebra or a CPT score of 30-42 on Intermediate Algebra or a CPT score of 57-75 on Elementary Algebra OR a grade of "C" or better in MAT 070)

Corequisites: MAT 140A

This course is a laboratory for MAT 140. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MAT 141 Mathematical Concepts I 3 0 0 3

Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Intermediate Algebra (ASSET score of 43-55 on Intermediate Algebra or a CPT score of 76-120 on Elementary Algebra OR a grade of "C" or better in MAT 080 or MAT 090)

Corequisites: MAT 141A

This course is the first of a two-course sequence that develops a deeper understanding and appreciation of the basic concepts of mathematics. Emphasis is placed on sets, logic, number bases, elementary number theory, introductory algebra, measurement including metrics, and problem solving. Upon completion, students should be able to communicate orally and in writing these basic mathematical concepts.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

Class Lab Clinical Credit

MAT 141A Mathematical Concepts I 3 0 0 3
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Intermediate Algebra (ASSET score of 43-55 on Intermediate Algebra or a CPT score of 76-120 on Elementary Algebra OR a grade of "C" or better in MAT 080 or MAT 090)
Corequisites: MAT 141

This course is a laboratory for MAT 141. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MAT 142 Mathematical Concepts II 3 0 0 3
Prerequisites: MAT 141
Corequisites: MAT 142A

This course is the second of a two-course sequence that develops a deeper understanding and appreciation of the basic concepts of mathematics. Emphasis is placed on probability, statistics, functions, introductory geometry, and mathematics of finance. Upon completion, students should be able to communicate orally and in writing these basic mathematical concepts and utilize technology as a mathematical tool.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

MAT 142A Mathematical Concepts II Lab 3 0 0 3
Prerequisites: MAT 141
Corequisites: MAT 142

This course is a laboratory for MAT 141. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MAT 151 Statistics I 3 0 0 3
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Intermediate Algebra (ASSET score of 43-55 on Intermediate Algebra or a CPT score of 76-120 on Elementary Algebra OR a grade of "C" or better in MAT 080 or MAT 090)
Corequisites: MAT 151A

This course provides a project-based approach to the study of basic probability, descriptive and inferential statistics, and decision making. Emphasis is placed on measures of central tendency and dispersion, correlation, regression, discrete and continuous probability distributions, quality control, population parameter estimation, and hypothesis testing. Upon completion, students should be able to describe important characteristics of a set of data and draw inferences about a population from sample data.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

MAT 151A Statistics I Lab 0 2 0 1
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Intermediate Algebra (ASSET score of 43-55 on Intermediate Algebra or a CPT score of 76-120 on Elementary Algebra OR a grade of "C" or better in MAT 080 or MAT 090)
Corequisites: MAT 151

This course is a laboratory for MAT 151. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MAT 161 College Algebra *3 0* 0 3
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Intermediate Algebra (ASSET score of 43-55 on Intermediate Algebra or a CPT score of 76-120 on Elementary Algebra OR a grade of "C" or better in MAT 080 or MAT 090)
Corequisites: MAT 161A

This course provides an integrated technological approach to algebraic topics used in problem solving. Emphasis is placed on applications involving equations and inequalities, polynomials, rational, exponential and logarithmic functions; and graphing and data analysis/modeling. Upon completion, students should be able to choose an appropriate model to fit a data set and use the model for analysis and prediction.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

Class Lab Clinical Credit

MAT 161A College Algebra Lab 0 2 0 1
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Intermediate Algebra (ASSET score of 43-55 on Intermediate Algebra or a CPT score of 76-120 on Elementary Algebra OR a grade of "C" or better in MAT 080 or MAT 090)
Corequisites: MAT 161

This course is a laboratory for MAT 161. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MAT 165 Finite Mathematics 3 0 0 3
Prerequisites: MAT 161
Corequisites: MAT 165A

This course provides topics used to formulate models and to solve and interpret solutions using an algorithmic approach. Topics include linear algebra, linear programming, simplex method, sets and counting, probability, mathematics of finance, and logic. Upon completion, students should be able to demonstrate both an understanding of the theoretical concepts of finite mathematics and the ability to solve related problems.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

MAT 165A Finite Math Lab 0 2 0 1
Prerequisites: MAT 161
Corequisites: MAT 165

This course is a laboratory for MAT 165. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MAT 171 Precalculus Algebra 3 0 0 3
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Intermediate Algebra (ASSET score of 43-55 on Intermediate Algebra or a CPT score of 76-120 on Elementary Algebra OR a grade of "C" or better in MAT 080 or MAT 090)
Corequisites: MAT 171A

This is the first of two courses designed to emphasize topics which are fundamental to the study of calculus. Emphasis is placed on equations and inequalities, functions (linear, polynomial, rational), systems of equations and inequalities, and parametric equations. Upon completion, students should be able to solve practical problems and use appropriate models for analysis and predictions.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

MAT 171A Precal Algebra Lab 0 2 0 1
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Intermediate Algebra (ASSET score of 43-55 on Intermediate Algebra or a CPT score of 76-120 on Elementary Algebra OR a grade of "C" or better in MAT 080 or MAT 090)
Corequisites: MAT 171

This course is a laboratory for MAT 171. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MAT 172 Precalculus Trig 3 0 0 3
Prerequisites: MAT 171
Corequisites: MAT 172A

This is the second of two courses designed to emphasize topics which are fundamental to the study of calculus. Emphasis is placed on properties and applications of transcendental functions and their graphs, right and oblique triangle trigonometry, conic sections, vectors and polar coordinates. Upon completion, students should be able to solve practical problems and use appropriate models for analysis and prediction.

MAT 172A Precalculus Trig Lab 0 2 0 1
Prerequisites: MAT 171
Corequisites: MAT 172

This course is a laboratory for MAT 172. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MAT 175 Precalculus Class 4 Lab 0 Clinical 0 Credit 4
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Intermediate Algebra (ASSET score of 43-55 on Intermediate Algebra or a CPT score of 76-120 on Elementary Algebra OR a grade of "C" or better in MAT 080 or MAT 090)
Corequisites: MAT 175A

This course provides an intense study of the topics which are fundamental to the study of calculus. Emphasis is placed on functions and their graphs with special attention to polynomial, rational, exponential, logarithmic and trigonometric functions, and analytic trigonometry. Upon completion, students should be able to solve practical problems and use appropriate models for analysis and prediction.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

(It is recommended that students take high school Algebra III/Trigonometry or its equivalent before they enroll in MAT 175.)

MAT 175A Precalculus Lab Class 0 Lab 2 Clinical 0 Credit 1
Prerequisites: a. Proficiency in Numerical/Arithmetic Skills (minimum ASSET score of 42 on Numerical or a minimum CPT score of 57 on Arithmetic OR a grade of "C" or better in MAT 060)
b. Proficiency in Intermediate Algebra (ASSET score of 43-55 on Intermediate Algebra or a CPT score of 76-120 on Elementary Algebra OR a grade of "C" or better in MAT 080 or MAT 090)
Corequisites: MAT 175

This course is a laboratory for MAT 175. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MAT 263 Brief Calculus 3 0 0 3
Prerequisites: MAT 161 or MAT 171
Corequisites: MAT 263A

This course introduces concepts of differentiation and integration and their applications to solving problems; the course is designed for students needing one semester of calculus. Topics include functions, graphing, differentiation, and integration with emphasis on applications drawn from business, economics, and biological and behavioral sciences. Upon completion, students should be able to demonstrate an understanding of the use of basic calculus and technology to solve problems and to analyze and communicate results.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

MAT 263A Brief Calculus Lab 0 2 0 1
Prerequisites: MAT 161 or MAT 171
Corequisites: MAT 263

This course is a laboratory for MAT 263. Emphasis is placed on experiences that enhance the materials presented in the class. Upon completion, students should be able to solve problems, apply critical thinking, work in teams, and communicate effectively.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MAT 271 Calculus I 3 2 0 4
Prerequisites: MAT 172 or MAT 175
Corequisites: None

This course covers in depth the differential calculus portion of a three-course calculus sequence. Topics include limits, continuity, derivatives, and integrals of algebraic and transcendental functions of one variable, with applications. Upon completion, students should be able to apply differentiation and integration techniques to algebraic and transcendental functions.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

MAT 272 Calculus II 3 2 0 4
Prerequisites: MAT 271
Corequisites: None

This course provides a rigorous treatment of integration and is the second calculus course in a three-course sequence. Topics include applications of definite integrals, techniques of integration, indeterminate forms, improper integrals, infinite series, conic sections, parametric equations, polar coordinates, and differential equations. Upon completion, students should be able to use integration and approximation techniques to solve application problems.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

MAT 273 Calculus III 3 2 0 4
Prerequisites: MAT 272
Corequisites: None

This course covers the calculus of several variables and is third calculus course in a three-course sequence. Topics include functions of several variables, partial derivatives, multiple integrals, solid analytical geometry, vector-valued functions, and line and surface integrals. Upon completion, students should

Class Lab Clinical Credit

be able to solve problems involving vectors and functions of several variables.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

MAT 280 Linear Algebra 3 0 0 3
Prerequisites: MAT 271
Corequisites: None

This course provides a study of linear algebra topics with emphasis on the development of both abstract concepts and applications. Topics include vectors, systems of equations, matrices, determinants, vector spaces, linear transformations in two or three dimensions, eigenvectors, eigenvalues, diagonalization and orthogonality. Upon completion, students should be able to demonstrate both an understanding of the theoretical concepts and appropriate use of linear algebra models to solve application problems.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MAT 285 Differential Equations 3 0 0 3
Prerequisites: MAT 272
Corequisites: None

This course provides an introduction to ordinary differential equations with an emphasis on applications. Topics include first-order, linear higher-order, and systems of differential equations; numerical methods; series solutions; eigenvalues and eigenvectors; Laplace transforms; and Fourier series. Upon completion, students should be able to use differential equations to model physical phenomena, solve the equations, and use the solutions to analyze the phenomena.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MEC 110 Intro to CAD/CAM 1 2 0 2
Prerequisites: MEC 111 and DFT 151 or Instructor Approval
Corequisites: None

This course introduces CAD/CAM. Emphasis is placed on transferring part geometry from CAD to CAM for the development of a CNC-ready program. Upon completion, students should be able to use CAD/CAM software to produce a CNC program.

MEC 111 Machine Processes I 1 4 0 3
Prerequisites: None
Corequisites: None

This course introduces safety, hand tools, machine processes, measuring instruments, and the operation of machine shop equipment. Topics include safety, measuring tools, and the basic setup and operation of lathes, milling machines, drill presses, and saws. Upon completion, students should be able to manufacture a simple part to a specified tolerance.

Class Lab Clinical Credit

MEC 112 Machine Processes II 2 3 0 3
Prerequisites: MEC 111
Corequisites: None

This course covers advanced use of milling machines and lathes. Emphasis is placed on safety and compound setup of milling machines and lathes for manufacture of projects with a specified fit. Upon completion, students should be able to demonstrate proper procedures for manufacture of assembled parts.

MEC 130 Mechanisms 2 2 0 3
Prerequisites: None
Corequisites: None

This course introduces the purpose and action of various mechanical devices. Topics include cams, cables, gear trains, differentials, screws, belts, pulleys, shafts, levers, lubricants, and other devices used to transmit or control signals. Upon completion, students should be able to analyze, maintain, and troubleshoot the components of mechanical systems.

MEC 131 Metalworking Processes 2 3 0 3
Prerequisites: None
Corequisites: None

This course introduces the standard practices that are found in a metal workshop. Topics include the proper care/use of basic hand tools and precision measuring instruments and layout procedures/operation of lathes, drill presses, grinders, milling machines, and power saws. Upon completion, students should be able to work safely in the metal workshop and use basic metalworking equipment.

MEC 145 Mfg Materials I 2 3 0 3
Prerequisites: None
Corequisites: None

This course introduces a variety of manufacturing materials and common processing techniques. Emphasis is placed on the processing, testing, and application of materials such as wood, metals, plastics, ceramics, and composites. Upon completion, students should be able to demonstrate an understanding of fundamental engineering applications for a variety of materials, including their process capabilities and limitations.

MEC 172 Intro to Metallurgy 2 2 0 3
Prerequisites: None
Corequisites: None

This course covers the production, properties, testing, classification, microstructure, and heat-treating effects of ferrous and non-ferrous metals. Topics include the iron-carbon phase diagram, ITT diagram, ANSI code, quenching, senescing, and other processes concerning metallurgical transformations. Upon completion, students should be able to understand the iron-carbon phase diagram, ITT diagram, microstructure images, and other phenomena concerning the behavior of metals.

MEC 180 Engineering Materials Class 2 Lab 3 Clinical 0 Credit 3
Prerequisites: None
Corequisites: None

This course covers the physical and mechanical properties of materials. Topics include testing, heat treating, ferrous and non-ferrous metals, plastics, composites, and material selection. Upon completion, students should be able to specify basic tests and properties and select appropriate materials on the basis of specific properties.

MEC 231 Comp-Aided Manufact I Class 1 Lab 4 Clinical 0 Credit 3
Prerequisites: MAC 111 or MEC 111 or instructors' permission
Corequisites: None

This course introduces computer-aided manufacturing (CAM) applications and concepts. Emphasis is placed on developing/defining part geometry and the processing of information needed to manufacture parts. Upon completion, students should be able to demonstrate skills in defining part geometry, program development, and code generation using CAM software.

MEC 232 Comp-Aided Manufact II Class 1 Lab 4 Clinical 0 Credit 3
Prerequisites: MEC 231
Corequisites: None

This course provides an in-depth study of CAM applications and concepts. Emphasis is placed on the manufacturing of complex parts using computer-aided manufacturing software. Upon completion, students should be able to manufacture complex parts using CAM software.

MEC 250 Statics & Strength of Mat Class 4 Lab 3 Clinical 0 Credit 5
Prerequisites: PHY 131 or PHY 151
Corequisites: None

This course covers the concepts and principles of statics and stress analysis. Topics include systems of forces on structures in equilibrium and analysis of stresses and strains on these components. Upon completion, students should be able to analyze forces and the results of stresses and strains on structural components.

MEC 265 Fluid Mechanics Class 2 Lab 2 Clinical 0 Credit 3
Prerequisites: None
Corequisites: None

This course covers the physical behavior of fluids and fluid systems. Topics include fluid statics and dynamics, laminar and turbulent flow, Bernoulli's Equation, components, applications, and other related topics. Upon completion, students should be able to apply fluid power principles to practical applications.

MED 118 Medical Law and Ethics Class 2 Lab 0 Clinical 0 Credit 2
Prerequisites: None
Corequisites: None

This course covers legal relationships of physicians and patients, contractual agreements, professional liability, malpractice, medical practice acts, informed consent, and bioethical issues. Emphasis is placed on legal terms, professional attitudes, and the principles and basic concepts of ethics and laws involved in providing medical services. Upon completion, students should be able to meet the legal and ethical responsibilities of a multi-skilled health professional.

MED 121 Medical Terminology I 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading) or a grade of "C" or better in ENG 095
Corequisites: None

This course introduces prefixes, suffixes, and word roots used in the language of medicine. Topics include medical vocabulary and the terms that relate to the anatomy, physiology, pathological conditions, and treatment of selected systems. Upon completion, students should be able to pronounce, spell, and define medical terms as related to selected body systems and their pathological disorders.

MED 122 Medical Terminology II 3 0 0 3
Prerequisites: MED 121
Corequisites: None

This course is the second in a series of medical terminology courses. Topics include medical vocabulary and the terms that relate to the anatomy, physiology, pathological conditions, and treatment of selected systems. Upon completion, students should be able to pronounce, spell, and define medical terms as related to selected body systems and their pathological disorders.

MKT 120 Principles of Marketing 3 0 0 3
Prerequisites: None
Corequisites: None

This course introduces principles and problems of marketing goods and services. Topics include promotion, placement, and pricing strategies for products. Upon completion, students should be able to apply marketing principles in organizational decision making.

MKT 223 Customer Service 3 0 0 3
Prerequisites: None
Corequisites: None

This course stresses the importance of customer relations in the business world. Emphasis is placed on learning how to respond to complex customer requirements and to efficiently handle stressful situations. Upon completion, students should be able to demonstrate the ability to handle customer relations.

MNT 110 Intro to Maint Procedures 1 3 0 2
Prerequisites: None
Corequisites: None

This course covers basic maintenance fundamentals for power transmission equipment. Topics include equipment inspection, lubrication, alignment, and other scheduled maintenance procedures. Upon completion, students should be able to demonstrate knowledge of accepted maintenance procedures and practices according to current industry standards.

MNT 111 Maintenance Practices 2 2 0 3
Prerequisites: None
Corequisites: None

This course provides in-depth theory and practical applications relating to predictive and preventive maintenance programs. Emphasis is placed on equipment failure analysis, maintenance management software, and techniques such as vibration and infrared analysis. Upon completion, students should be able to demonstrate an understanding of modern analytical and documentation methods.

MNT 220 Rigging & Moving 1 3 0 2
Prerequisites: None
Corequisites: None

This course covers the principles of safe rigging practices for handling, placing, installing, and moving heavy machinery and equipment. Topics include safety, weight and dimensional estimation, positioning of equipment slings, rollers, jacks, levers, dollies, ropes, chains, padding, and other related topics. Upon completion, students should be able to safely relocate and set up equipment using accepted rigging practices.

MNT 230 Pumps & Piping Systems 1 3 0 2
Prerequisites: None
Corequisites: None

This course covers pump installation and maintenance and related valves and piping systems. Topics include various types of pump systems and their associated valves, piping requirements, and other related topics. Upon completion, students should be able to select and install pump and piping systems and demonstrate proper maintenance and troubleshooting procedures.

MPS 101 Introduction to Outboards 3 6 0 5
Prerequisites: None
Corequisites: None

This course introduces the principles of outboard engine construction, operation, and internal combustion component parts. Topics include outboard models and makes; electrical ignition, charge, warning, and starting components; fuel tank, lines, and pumps; oil blend systems; and carburetor systems. Upon completion, students should be able to identify, troubleshoot, and repair various outboard fuel/electrical systems, use service manuals, and follow environmental safety practices/procedures.

MPS 102 Outboard Powerhead Syst 3 6 0 5
Prerequisites: None
Corequisites: None

This course introduces basic powerhead designs and functions on a variety of outboard makes and models. Topics include identifying the complete outboard powerhead cylinder block, crank shaft, bearings, pistons, and connecting rod assembly system and techniques to test/troubleshoot powerhead components. Upon completion, students should be able to troubleshoot, test, and rebuild powerhead systems with specific attention to parts identification, tolerance inspection, assembly, and installation.

MPS 103 Outboard Lower Unit Sys 3 6 0 5
Prerequisites: None
Corequisites: None

This course covers the principles of gear cases, power trim/tilt systems, propellers, and gear shifting systems on a variety of outboard engines. Topics include identifying gear case models (forward/reverse, clutch, bearings, drive, prop shafts, and water pumps) and power trim/tilt systems (hydraulics/pump motors/senders/design). Upon completion, students should be able to troubleshoot, service, and rebuild outboard engine gear cases and power trim and tilt systems.

MPS 104 O/B Midsection/Rigging 3 6 0 5
Prerequisites: None
Corequisites: None

This course covers midsection exhaust housing and mounting bracket and methods of rigging outboard engines and their various accessories. Topics include rigging methods, boat hull construction and design, transom, size and weight of boat, and horsepower requirements. Upon completion, students should be able to properly attach and mount the engine to stern with attention to transom height and angle.

MPS 105 Introduction to Inboards 3 6 0 5
Prerequisites: None
Corequisites: None

This course covers the principles of the four-cycle inboard marine and diesel engines, including intake, combustion, and exhaust. Topics include electrical/fuel systems and coolant systems (closed/raw water systems, flow charts, heat exchangers, circulating pumps, oil coolers, expansion tanks, hoses). Upon completion, students should be able to identify inboard electrical/fuel/coolant system components and troubleshoot, maintain, and repair inboard engines.

MPS 106 Inboard Engine Rebuilds 3 6 0 5
Prerequisites: None
Corequisites: None

This course introduces the mechanical components of inboard marine gasoline and diesel engines. Topics include engine rebuild techniques, testing and inspection, cylinder head/

components, engine block, crankshaft, bearings, pistons, and connecting rods. Upon completion, students should be able to read and access manufacturers' specifications and remove and install engines safely.

MPS 107 Inboard Lower Unit System 3 6 0 5
Prerequisites: None
Corequisites: None

This course covers inboard stern drive gear cases and hydraulic trim and tilt systems. Topics include techniques in servicing/repairing gear cases, inboard power trim and tilt, hydraulic theory, pump/valve body operations, and impact designs. Upon completion, students should be able to service, repair, and inspect inboard lower unit gear cases.

MPS 108 Transom Assembly/Rigging 3 6 0 5
Prerequisites: None
Corequisites: None

This course covers inboard transom assembly and rigging system. Topics include inboard transom assembly and rigging systems, electronics, and engine accessories, including remote control box, steering helm, and hydraulic and cable units. Upon completion, students should be able to diagnose and repair inboard trim and tilt systems and completely rig a boat.

MSC 110 Training Cruise I 0 3 0 1
Prerequisites: None
Corequisites: Full time Marine Technology enrollment or permission of the Department Chair

This course covers the skills necessary to live and work safely aboard oceangoing research vessels. Emphasis is placed on the unique safety requirements aboard oceangoing vessels and the skills needed for oceanographic work. Upon completion, students should be able to safely live and work aboard an oceanographic research vessel conducting offshore scientific operations.

MSC 112 Training Cruise II 0 3 0 1
Prerequisites: MSC 110
Corequisites: Full time Marine Technology enrollment or permission of the Department Chair

This course covers the skills necessary to live and work safely aboard oceangoing research vessels. Emphasis is placed on maintaining a 24-hour navigation log and weather watch and safely conducting over-the-side biological sampling operations. Upon completion, students should be able to maintain a weather log, plot a cruise track, and safely use biological sampling gear.

MSC 114 Training Cruise III 0 3 0 1
Prerequisites: MSC 112
Corequisites: Full time Marine Technology enrollment or permission of the Department Chair

This course covers the skills necessary to live and work safely aboard oceangoing research vessels. Emphasis is placed on utilizing the navigational and hydrographical techniques needed to conduct an offshore bathymetric survey. Upon completion, students should be able to accurately navigate a vessel, gather bathymetric data, and prepare a depth contour plot of a predetermined quadrant.

MSC 122 Boat Handling/Seamanship 2 3 0 3
Prerequisites: None
Corequisites: None

This course covers the skills of boat handling, the practice of seamanship, and safety and survival in the marine environment. Topics include safe boat handling, seamanship under adverse conditions, fire fighting, man overboard rescue, PFDs, EPIRBs, distress signals, lifeboats, and life rafts. Upon completion, students should be able to competently operate small powerboats and demonstrate proficiency in the use of marine fire fighting and lifesaving equipment.

MSC 124 Industrial Skills 1 4 0 3
Prerequisites: None
Corequisites: None

This course offers a practical approach to the mechanical and technical skills needed by technicians in a variety of marine-related jobs. Topics include industrial safety, measurement systems, hand and power tools, fasteners, corrosion protection, project design, and construction and cost estimation. Upon completion, students should be able to safely use hand and/or power tools and understand a variety of measurement and pricing systems.

MSC 126 Marine Engines 1 2 0 2
Prerequisites: None
Corequisites: None

This course covers fundamental theory, troubleshooting, and maintenance of marine engines and related equipment, especially outboards. Emphasis is placed on maintenance and operational procedures, including corrosion control, lubrication, propellers, carburetors, two-cycle theory, magneto ignition, batteries, starters, alternators, and trailers. Upon completion, students should be able to understand how a marine engine and related components work, perform minor repairs, and properly maintain them.

MSC 132 Fishing Gear Tech I 2 3 0 3
Prerequisites: None
Corequisites: None

This course introduces modern rope seamanship and fishing gear theory, design, repair, and analysis as it relates to fisher-

ies research. Emphasis is placed on various practical knots, rope splicing, marine hardware, biological sampling gear classifications, and the basics of net construction, repair, and design. Upon completion, students should be able to implement marlinspike skills; repair netted material; and identify, design, and construct various types of biological entrapment and entanglement gear.

MSC 134 Fishing Gear Tech II 1 2 0 2
Prerequisites: MSC 132
Corequisites: None

This course offers further experience and instruction in fishing gear theory and design and the collection and recording of biological data. Emphasis is placed on the general skills needed to design, construct, and repair complex sampling gear and be employed as a fisheries technician. Upon completion, students should be able to understand and apply fishing gear design and construction techniques and collect, compile, and record biological data.

MSC 150 Marine Navigation 2 3 0 3
Prerequisites: None
Corequisites: None

This course provides training in marine piloting and electronic navigation techniques. Topics include use of charts, instruments, navigational aids, compasses, nautical publications, RADAR, GPS, LORAN, and depth sounders, with an emphasis on plotting techniques. Upon completion, students should be able to demonstrate competence in the safe navigation of vessels utilizing and interpreting information obtained from navigational aids. Use of navigational computer software will also be introduced.

MSC 152 Marine Instrumentation 1 2 0 2
Prerequisites: None
Corequisites: None

This course introduces the various types of oceanographic instrumentation used for the collection of data and samples by the oceanographic community. Emphasis is placed on data recording procedures, proper operation, safe handling, and calibration, maintenance, and repair of instruments. Upon completion, students should be able to safely and correctly use the instruments covered to conduct accurate field measurements.

MSC 154 Marine Photography 2 2 0 3
Prerequisites: None
Corequisites: None

This course introduces the basic concepts, processes, and techniques of photography with emphasis on marine applications. Topics include proper camera operation, composition, exposure, lighting techniques, and the processing of black and white films and papers. Upon completion, students should be able to demonstrate proficiency in the operation of a camera and portable lighting tools with consistent exposures and darkroom techniques.

MSC 162 Oceanography I 3 0 0 3
Prerequisites: None
Corequisites: None

This course provides a general description of oceanic geological features and the chemical and physical characteristics of the oceans. Topics include a history of oceanography, bathymetry, seismic profiling and plate tectonics, sea water chemistry and physics, atmospheric circulation and weather. Upon completion, students should be able to describe oceanic basin features, the physics and chemistry of sea water, and general atmospheric circulation.

MSC 164 Oceanography II 3 0 0 3
Prerequisites: None
Corequisites: None

This course provides a general description of currents, waves, tides, and coastal geology. Topics include currents, waves, tides, sedimentation and types of coasts. Upon completion, students should be able to describe oceanic circulation, sediment distributions and coastal processes.

MSC 172 Marine Biology 2 3 0 3
Prerequisites: None
Corequisites: None

This course utilizes field trips to the beach, salt marsh, and other habitats to study marine animals and plants in their natural communities. Topics include divisions of the marine environment, distribution of life in the ocean, and the interrelationships of marine organisms in various habitats. Upon completion, students should be able to scientifically identify various marine species and describe the role they fill in their biological communities.

MSC 174 Marine Inverteb Zoology 3 2 0 4
Prerequisites: None
Corequisites: None

This course covers the behavior and classification of marine invertebrates. Topics include identification, feeding behavior, reproduction, and symbiotic relationships of marine invertebrates. Upon completion, students should be able to identify and classify marine invertebrates and demonstrate an understanding of their basic anatomy and physiology.

MSC 182 Water Analysis I 1 2 0 2
Prerequisites: None
Corequisites: None

This course is the first of two covering the practical analysis of water samples with an emphasis on marine-oriented techniques and procedures. Topics include basic chemistry laboratory skills and the use of wet chemistry and field meters to measure various chemically and biologically important parameters. Upon completion, students should be able to measure pH, salinity, turbidity, dissolved oxygen, and nitrite/nitrate nutrients in natural water samples.

MSC 216 Training Cruise IV — Class 0, Lab 3, Clinical 0, Credit 1
Prerequisites: MSC 114, MSC 152
Corequisites: Full time Marine Technology enrollment or permission of the Department Chair

This course covers the skills necessary to live and work safely aboard oceangoing research vessels. Emphasis is placed on conducting standard hydrographic stations using various oceanographic samplers. Upon completion, students should be able to set up and conduct a hydrographic station and collect accurate data using various types of marine instrumentation.

MSC 218 Training Cruise V — Class 0, Lab 3, Clinical 0, Credit 1
Prerequisites: MSC 216, MSC 152
Corequisites:Full time Marine Technology enrollment or permission of the Department Chair

This course covers the skills necessary to live and work safely aboard oceangoing research vessels. Emphasis is placed on conducting a broad range of oceanographic survey techniques, including chemical, meteorological, geological, physical, and biological surveys. Upon completion, students should be able to demonstrate competence in the skills required of a marine technician aboard an oceanographic or survey vessel.

MSC 254 Marine Data Processing — Class 1, Lab 3, Clinical 0, Credit 2
Prerequisites: CIS 111, MSC 152
Corequisites: None

This course introduces standard oceanographic procedures used to process and analyze oceanographic data. Emphasis is placed on the use of standard recording procedures and computer applications for processing and analyzing oceanographic data. Upon completion, students should be able to record and analyze oceanographic data using standard procedures along with computer-based applications.

MSC 256 Hydrographic Surveying — Class 1, Lab 3, Clinical 0, Credit 2
Prerequisites: CIS 111 and MSC 152
Corequisites: None

This course covers basic hydrographic survey and cartography techniques as they apply to marine research. Topics include topographic map bathymetric chart basics, contours, elevations, depths, coordinate systems, survey instruments, data collection and processing, modeling, and field surveys. Upon completion, students should be able to use topographic and bathymetric maps as a research tool and set up and conduct a basic survey.

MSC 258 Multimedia Presentations — Class 0, Lab 3, Clinical 0, Credit 1
Prerequisites: CIS 111 and MSC 154
Corequisites: None

This course provides practical experience with a variety of visual presentation methods for scientific and generalized information presentation. Emphasis is placed on effective presentations, including the use of overheads, computers, handouts, and other visual presentation methods. Upon completion, students should be able to prepare and present a color slide show and a computerized presentation with a variety of graphics.

MSC 276 Marine Vertebrate Zoo — Class 3, Lab 2, Clinical 0, Credit 4
Prerequisites: None
Corequisites: None

This course covers the behavior and classification of marine fishes, reptiles, birds, and mammals. Topics include identification, feeding behavior, reproduction, migration, and other marine vertebrate characteristics. Upon completion, students should be able to identify marine vertebrates and demonstrate an understanding of the methods marine vertebrates use to survive in the ocean.

MSC 282 Water Analysis II — Class 1, Lab 3, Clinical 0, Credit 2
Prerequisites: MSC 182
Corequisites: None

The course is the second of two covering the practical analysis of water samples with an emphasis on marine-oriented techniques and procedures. Topics include introductory microbiology techniques and the use of wet chemistry and laboratory instruments to measure various chemically and biologically important parameters. Upon completion, students should be able to culture microbes and measure levels of ions, trace metals, fluorescent dyes, and the phosphate and silicate nutrients.

MUS 110 Music Appreciation — Class 3, Lab 0, Clinical 0, Credit 3
Prerequisites: None
Corequisites: None

This course is a basic survey of the music of the Western world. Emphasis is placed on the elements of music, terminology, composers, form, and style within a historical perspective. Upon completion, students should be able to demonstrate skills in basic listening and understanding of the art of music.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

MUS 111 Fundamentals of Music — Class 3, Lab 0, Clinical 0, Credit 3
Prerequisites: None
Corequisites: None

This course is an introductory course for students with little or no music background. Emphasis is placed on music notation, rhythmic patterns, scales, key signatures, intervals, and chords. Upon completion, students should be able to demonstrate an understanding of the rudiments of music.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
MUS 112 Introduction to Jazz	3	0	0	3

Prerequisites: None
Corequisites: None

This course introduces the origins and musical components of jazz and the contributions of its major artists. Emphasis is placed on the development of discriminating listening habits, as well as the investigation of the styles and structural forms of the jazz idiom. Upon completion, students should be able to demonstrate skills in listening and understanding this form of American music.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

	Class	Lab	Clinical	Credit
MUS 113 American Music	3	0	0	3

Prerequisites: None
Corequisites: None

This course introduces various musical styles, influences, and composers of the United States from pre-Colonial times to the present. Emphasis is placed on the broad variety of music particular to American culture. Upon completion, students should be able to demonstrate skills in basic listening and understanding of American music.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts

	Class	Lab	Clinical	Credit
MUS 114 Non-Western Music	3	0	0	3

Prerequisites: None
Corequisites: None

This course provides a basic survey of the music of the non-Western world. Emphasis is placed on non-traditional instruments, sources, and performing practices. Upon completion, students should be able to demonstrate skills in basic listening and understanding of the art of non-Western music.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

	Class	Lab	Clinical	Credit
MUS 121 Music Theory I	3	2	0	4

Prerequisites: MUS 111
Corequisites: None

This course provides an in-depth introduction to melody, rhythm, and harmony. Emphasis is placed on fundamental melodic, rhythmic, and harmonic analysis, introduction to part writing, ear-training, and sight-singing. Upon completion, students should be able to demonstrate proficiency in the recognition and application of the above.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
MUS 123 Music Composition	0	2	0	1

Prerequisites: MUS 111 or MUS 121
Corequisites: None

This course provides a study of elementary forms and traditional approaches to the organization of melody, harmony, rhythm, etc. in musical composition. Emphasis is placed on using musical notation to create new musical works. Upon completion, students should be able to create short musical works using appropriate musical notation.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

	Class	Lab	Clinical	Credit
MUS 131 Chorus I	0	2	0	1

Prerequisites: None
Corequisites: None

This course provides an opportunity to gain experience singing in a chorus. Emphasis is placed on vocal techniques and the study and performance of a variety of styles and periods of choral literature. Upon completion, students should be able to demonstrate skills needed to participate in choral singing leading to performance.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
MUS 132 Chorus II	0	2	0	1

Prerequisites: MUS 131
Corequisites: None

This course provides a continuation of studies begun in MUS 131. Emphasis is placed on vocal techniques and the study and performance of a variety of styles and periods of choral literature. Upon completion, students should be able to demonstrate skills needed to participate in choral singing leading to performance.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
MUS 135 Jazz Ensemble I	0	2	0	1

Prerequisites: None
Corequisites: None

This course provides an opportunity for those who play an appropriate instrument to gain experience playing in a jazz ensemble. Emphasis is placed on jazz ensemble techniques and the study and performance of a variety of styles of jazz literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
MUS 136 Jazz Ensemble II	0	2	0	1

Prerequisites: MUS 135
Corequisites: None

This course is a continuation of MUS 135. Emphasis is placed on jazz ensemble techniques and the study and performance of a variety of styles and periods of jazz literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MUS 141 Ensemble I	0	2	0	1

Prerequisites: None
Corequisites: None

This course provides an opportunity to perform in any combination of instrumental, vocal, or keyboard groups of two or more. Emphasis is placed on the development of performance skills and the study of a variety of styles and periods of ensemble literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MUS 142 Ensemble II	0	2	0	1

Prerequisites: MUS 141
Corequisites: None

This course is a continuation of MUS 141. Emphasis is placed on the development of performance skills and the study of a variety of styles and periods o ensemble literature. Upon completion, students should be able to demonstrate skills needed to participate in ensemble playing leading to performance.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MUS 151 Class Music I	0	2	0	1

Prerequisites: None
Corequisites: None

This course provides group instruction in skills and techniques of the particular instrument or voice for those with little or no previous experience. Emphasis is placed on techniques and styles and the exploration and study of appropriate literature. Upon completion, students should be able to demonstrate proficiency in the studied skills and repertoire through performance.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
MUS 152 Class Music II	0	2	0	1

Prerequisites: MUS 151
Corequisites: None

This course is a continuation of MUS 151. Emphasis is placed on techniques and styles and the exploration and study of appropriate literature. Upon completion, students should be able to demonstrate proficiency in the studied skills and repertoire through performance.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MUS 161 Applied Music I	1	2	0	2

Prerequisites: None
Corequisites: None

This course provides individual instruction in the skills and techniques of the particular instrument or voice. Emphasis is placed on techniques and styles and the exploration and study of appropriate literature. Upon completion, students should be able to demonstrate proficiency in the studied skills and repertoire through performance. Colleges may use a letter suffix to designate a specific instrument or voice, for example MUS 161P for piano.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MUS 162 Applied Music II	1	2	0	2

Prerequisites: MUS 161
Corequisites: None

This course is a continuation of MUS 161. Emphasis is placed on techniques and styles and the exploration and study of appropriate literature. Upon completion, students should be able to demonstrate proficiency in the studied skills and repertoire through performance. Colleges may use a letter suffix to designate a specific instrument or voice, for example MUS 162P for piano.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MUS 214 Electronic Music I	1	2	0	2

Prerequisites: MUS 111
Corequisites: None

This course provides an opportunity to study and explore various electronic instruments and devices. Emphasis is placed on fundamental MIDI applications and implementation, features and application of sequences, sound modules, and digital keyboards. Upon completion, students should be able to demonstrate proficiency by creation of appropriate musical projects using the equipment and techniques covered.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
MUS 215 Electronic Music II	1	2	0	2

Prerequisites: MUS 214
Corequisites: None

This course is a continuation of MUS 214. Emphasis is placed on advanced MIDI applications and implementation and continued work with sequencers, sound modules, and digital keyboards. Upon completion, students should be able to demonstrate proficiency by creation of appropriate musical projects using the equipment and techniques covered. *This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.*

MUS 253 Big Band	0	2	0	1

Prerequisites: None
Corequisites: None

This course includes the Big Band instrumentation of five saxes, four trumpets, four trombones, and four-piece rhythm section (bass, piano, drums, and guitar). Emphasis is placed on learning the repertoire specifically written for Big Band instrumentation. Upon completion, students should be able to demonstrate skills needed to participate in performance of Big Band music.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MUS 261 Applied Music III	1	2	0	2

Prerequisites: MUS 162
Corequisites: None

This course is a continuation of MUS 162. Emphasis is placed on techniques and styles and the exploration and study of appropriate literature. Upon completion, students should be able to demonstrate proficiency in the studied skills and repertoire through performance. Colleges may use a letter suffix to designate a specific instrument or voice, for example MUS 261P for piano.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

MUS 262 Applied Music IV	1	2	0	2

Prerequisites: MUS 261
Corequisites: None

This course is a continuation of MUS 261. Emphasis is placed on techniques and styles and the exploration and study of appropriate literature. Upon completion, students should be able to demonstrate proficiency in the studied skills and repertoire through performance. Colleges may use a letter suffix to designate a specific instrument or voice, for example MUS 262P for piano.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
NET 110 Data Comm/Networking	2	2	0	3

Prerequisites: None
Corequisites: None

This course introduce data communication and networking. Topics include telecommunication standards, protocols, equipment, network topologies, communication software, LANs, WANs, the Internet, and network operating systems. Upon completion, students should be able to demonstrate understanding of the fundamentals of telecommunication and networking.

NET 125 Routing and Switching I	1	4	0	3

Prerequisites: CIS 110 or CIS 111 or permission of instructor
Corequisites : None

This course introduces the OSI model, network topologies, IP addressing, and subnet masks, simple routing techniques, and basic switching terminology. Topics include the basic functions of the seven layers of the OSI model, different classes of IP addressing and subnetting, router login scripts. Upon completion, students should be able to list the key internetworking functions of the OSI Networking Layer and how they are performed in a variety of router types.

NET 126 Routing and Switching II	1	4	0	3

Prerequisites: Requires a grade of "C" or above in NET 125
Corequisites : None

This course introduces router configurations, router protocols, switching methods, and hub terminology. Topics include the basic flow control methods, router startup commands, manipulation of router configuration files, IP and data link addressing. Upon completion, students should be able to prepare the initial router configuration files, as well as enable, verify, and configure IP addresses.

NET 175 Wireless Technology	2	2	0	3

Prerequisites: NET 110 or ELN 237
Corequisites: None

This course introduces the student to wireless technology and interoperability with different communication protocols. Topics include Wireless Application Protocol (WAP), Wireless Mark-up language (WML), link manager, service discovery protocol, transport layer and frequency band. Upon completion, students should be able to discuss in written and oral form protocols and procedures required for different wireless applications.

NET 225 Adv Router & Switching I	1	4	0	3

Prerequisites: Requires a grade of "C" or above in NET 126
Corequisites: None

This course introduces advanced router configurations, advanced LAN switching theory and design, VLANs, Novell IPX, and threaded case studies. Topics include router elements and operations, adding routing protocols to a configuration, monitoring IPX operations on the router, LAN segmentation, and advanced switching methods. Upon completion students

should be able to describe LAN and network segmentation with bridges, routers and switches and describe a virtual LAN.

NET 226 Adv Router & Switching II 1 4 0 3
Prerequisites: Requires a grade of "C" or above in NET 225
Corequisites: None

This course introduces WAN theory and design, WAN technology, PPP, Frame Relay, ISDN, and additional case studies. Topics include network congestion problems, TCP/IP transport and network layer protocols, advanced routing and switching configuration, ISDN protocols, PPP encapsulation operations on a router. Upon completion, students should be able to provide solutions for network routing problems, identify ISDN protocols, channels, and function groups, describe the Spanning Tree protocol.

NET 260 Internet Dev & Support 3 0 0 3
Prerequisites: NET 110
Corequisites: None

This course covers issues relating to the development and implementation of Internet related tools and services. Topics include Internet organization, site registration, e-mail servers, Web servers, Web page development, legal issues, firewalls, multimedia, TCP/IP, service providers, FTP, list servers, and gateways. Upon completion, students should be able to develop and support the Internet services needed within an organization.

NUR 101 Practical Nursing I 7 6 6 11
Prerequisites: Enrollment in the Practical Nursing program
Corequisites: BIO 106, PSY 150

This course introduces concepts as related to the practical nurse's caregiver and discipline-specific roles. Emphasis is placed on the nursing process, legal/ethical/professional issues, wellness/illness patterns, and basic nursing skills. Upon completion, students should be able to demonstrate beginning understanding of nursing process to promote/maintain/restore optimum health for diverse clients throughout the life span.

NUR 102 Practical Nursing II 8 0 12 12
Prerequisites: NUR 101, BIO 106, PSY 150
Corequisites: None

This course includes more advanced concepts as related to the practical nurse's caregiver and discipline-specific roles. Emphasis is placed on the nursing process, delegation, cost effectiveness, legal/ethical/professional issues, and wellness/illness patterns. Upon completion, students should be able to begin participating in the nursing process to promote/maintain/restore optimum health for diverse clients throughout the life span.

NUR 103 Practical Nursing III 6 0 12 10
Prerequisites: NUR 102, PSY 241
Corequisites: None

This course focuses on use of nursing/related concepts by practical nurses as providers of care/members of discipline in collaboration with health team members. Emphasis is placed on the nursing process, wellness/illness patterns, entry-level issues, accountability, advocacy, professional development, evolving technology, and changing health care delivery systems. Upon completion, students should be able to use the nursing process to promote/maintain/restore optimum health for diverse clients throughout the life span.

NUR 107 LPN Refresher 9 0 9 12
Prerequisites: Completion of an LPN program
Verification of Previous Licensure as an LPN
Corequisites: None

This refresher course is designed to provide an independent didactic review for the previously licensed Practical Nurse whose license has lapsed. Emphasis is placed on common medical-surgical conditions and nursing approaches to their management, including mental health principles, pharmacological concepts, and safe clinical practice. Upon completion, students will be eligible to apply for reinstatement of licensure.

NUR 110 Nursing I 5 3 6 8
Prerequisites: Admission to the Associate Degree Nursing program
Corequisites: BIO 168, PSY 150

This course introduces concepts basic to beginning nursing practice. Emphasis is placed on introducing the nurse's role as provider of care, manager of care, and member of the discipline of nursing. Upon completion, students should be able to demonstrate beginning competence in caring for individuals with common alterations in health.

NUR 120 Nursing II 5 3 6 8
Prerequisites: NUR 110, BIO 168, PSY 150
Corequisites: BIO 169, PSY 241

This course provides an expanded knowledge base for delivering nursing care to individuals of various ages. Emphasis is placed on developing the nurse's role as provider of care, manager of care, and member of the discipline of nursing. Upon completion, students should be able to participate in the delivery of nursing care for individuals with common alterations in health.

NUR 130 Nursing III 4 3 6 7
Prerequisites: NUR 120, PSY 241, BIO 169
Corequisites: None

This course provides an expanded knowledge base for delivering nursing care to individuals of various ages. Emphasis is placed on expanding the nurse's role as provider of care, manager of care, and member of the discipline of nursing. Upon completion,

students should be able to deliver nursing care to individuals with common alterations in health. Concepts of Leadership and Management are addressed in this course.

NUR 210 Nursing IV 5 3 12 10
Prerequisites: NUR 130
Corequisites: BIO 175

This course provides an expanded knowledge base for delivering nursing care to individuals of various ages. Emphasis is placed on using collaboration as a provider of care, manager of care, and member of the discipline of nursing. Upon completion, students should be able to modify nursing care for individuals with common alterations in health. This will include both physical and mental health as well as current Issues and Trends.

NUR 220 Nursing V 4 3 15 10
Prerequisites: NUR 210
Corequisites: None

This course provides an expanded knowledge base for delivering nursing care to individuals of various ages. Emphasis is placed on the nurse's role as an independent provider and manager of care for a group of individuals and member of a multidisciplinary team. Upon completion, students should be able to provide comprehensive nursing care to a group of individuals with common complex health alterations.

NUT 110 Nutrition 3 0 0 3
Prerequisites: None
Corequisites: None

This course covers basic principles of nutrition and their relationship to human health. Topics include meeting nutritional needs of healthy people, menu modification based on special dietary needs, food habits, and contemporary problems associated with food selection. Upon completion, students should be able to apply basic nutritional concepts to food preparation and selection.

OST 131 Keyboarding 1 2 0 2
Prerequisites: None
Corequisites: None

This course covers basic keyboarding skills. Emphasis is placed on the touch system, correct techniques, and development of speed and accuracy. Upon completion, students should be able to key at an acceptable speed and accuracy level using the touch system.

OST 132 Keyboard Skill Building 1 2 0 2
Prerequisites: OST 131
Corequisites: None

This course provides accuracy- and speed-building drills. Emphasis is placed on diagnostic tests to identify accuracy and speed deficiencies followed by corrective drills. Upon completion, students should be able to keyboard rhythmically with greater accuracy and speed.

OST 134 Text Entry & Formatting 2 2 0 3
Prerequisites: OST 131
Corequisites: None

This course is designed to provide the skills needed to increase speed, improve accuracy, and format documents. Topics include letters, memos, tables, and business reports. Upon completion, students should be able to produce mailable documents.

OST 136 Word Processing 1 2 0 2
Prerequisites: CIS 111 or OST 131 or Permission of Instructor
Corequisites: None

This course introduces word processing concepts and applications. Topics include preparation of a variety of documents and mastery of specialized software functions. Upon completion, students should be able to work effectively in a computerized word processing environment.

OST 164 Text Editing Applications 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading) or a grade of "C" or better in ENG 095
Corequisites: None

This course provides a comprehensive study of editing skills needed in the workplace. Emphasis is placed on grammar, punctuation, sentence structure, proofreading, and editing. Upon completion, students should be able to use reference materials to compose and edit text.

OST 184 Records Management 1 2 0 2
Prerequisites: None
Corequisites: None

This course includes the creation, maintenance, protection, security, and disposition of records stored in a variety of media forms. Topics include alphabetic, geographic, subject, and numeric filing methods. Upon completion, students should be able to set up and maintain a records management system.

OST 201 Medical Transcription I 3 2 0 4
Prerequisites: MED 121, OST 136, OST 164 and either BIO 106 or BIO 168
Corequisites: OST 164

This course introduces dictating equipment and typical medical dictation. Emphasis is placed on efficient use of equipment, dictionaries, PDRs, and other reference materials. Upon completion, students should be able to efficiently operate dictating equipment and to accurately transcribe a variety of medical documents in a specified time.

OST 202 Medical Transcription II 3 2 0 4
Prerequisites: MED 122, OST 201
Corequisites: None

This course provides additional practice in transcribing documents from various medical specialties. Emphasis is placed on

Class Lab Clinical Credit

increasing transcription speed and accuracy and understanding medical procedures and terminology. Upon completion, students should be able to accurately transcribe a variety of medical documents in a specified time.

OST 233 Office Publications Design 2 2 0 3
Prerequisites: OST 136
Corequisites: None

This course provides entry-level skills in using software with desktop publishing capabilities. Topics include principles of page layout, desktop publishing terminology and applications, and legal and ethical considerations of software use. Upon completion, students should be able to design and produce professional business documents and publications.

OST 236 Adv Word/Information Proc 2 2 0 3
Prerequisites: OST 136
Corequisites: None

This course develops proficiency in the utilization of advanced word/information processing functions. Topics include tables, graphics, macros, sorting, document assembly, merging, and newspaper and brochure columns. Upon completion, students should be able to produce a variety of complex business documents.

OST 247 CPT Coding in Med Off 1 2 0 2
Prerequisites: MED 122 or OST 142
Corequisites: None

This course provides in-depth coverage of procedural coding. Emphasis is placed on CPT and HCPCS rules for Medicare billing. Upon completion, students should be able to properly code procedures and services performed by physicians in ambulatory settings.

OST 248 Diagnostic Coding 1 2 0 2
Prerequisites: MED 122 or OST 142
Corequisites: None

This courses provides an in-depth study of diagnostic coding for the medical office. Emphasis is placed on ICD-9-CM codes used on superbills and other encounter forms. Upon completion, students should be able to apply the principles of diagnostic coding in the physician's office.

OST 289 Office Systems Mgt 2 2 0 3
Prerequisites: OST 134, OST 136, and OST 164
Corequisites: None

This course provides a capstone course for the office professional. Topics include administrative office procedures, imaging, communication techniques, ergonomics, and equipment utilization. Upon completion, students should be able to function proficiently in a changing office environment.

Class Lab Clinical Credit

OTA 110 Fundamentals of OT 2 3 0 3
Prerequisites: Enrollment in the Occupational Therapy Assistant Program
Corequisites: OTA 120, OTA 140

This course introduces occupational therapy theory, practice, philosophy, and principles. Emphasis is placed on providing a basic understanding of the profession as well as beginning to develop interaction and observation skills. Upon completion, students should be able to demonstrate basic understanding of OT practice options, uniform terminology, activity analysis, principles, process, philosophies, and frames of reference. Students will also begin exploration of medical terminology and abbreviations found within health care.

OTA 120 OT Media I 1 3 0 2
Prerequisites: Enrollment in the Occupational Therapy Assistant Program
Corequisites: OTA 110, OTA 140

This course provides training in recognizing the therapeutic value of and using a wide variety of leisure, self-care, and work activities. Topics include crafts, games, personal care and work activities, as well as teaching and learning methods and styles. Upon completion, students should be able to design, select, and complete/perform leisure, self-care, and work activities that would be therapeutic for designated client populations.

OTA 130 Assessment Skills 2 3 0 3
Prerequisites: OTA 110, OTA 120, OTA 140
Corequisites: OTA 150, OTA 161, OTA 170

This course provides training in appropriate and accurate assessment and intervention skills related to sensory, movement, perceptual/cognitive, affective systems, and ADL skills. Topics include kinesiology, body mechanics, sensory, ROM, MMT, cognitive/perceptual, psychosocial, self-care, and work-related assessments; treatment approaches; and basics of group structure and dynamics. Upon completion, students should be able to administer various assessment tools and appropriate treatment approaches regarding sensation, movement, perception/cognition, affect, self-care, and work-related skills.

OTA 140 Professional Skills I 0 3 0 1
Prerequisites: Enrollment in the Occupational Therapy Assistant Program
Corequisites: OTA 110, OTA 120

This course introduces the roles and responsibilities of COTAs/OTRs in OT practice and facilitates development of observation, documentation, and therapeutic use of self skills. Topics include Code of Ethics, roles/responsibilities, credentialing/licensing, documentation, therapeutic use of self and professional identity/behavior, supervisory relationships, time management, and observation skills. Upon completion, students should be able to demonstrate ethical behavior, discriminate between roles/responsibilities of COTAs/OTRs, and participate in acceptable supervision, documentation, and scheduling.

Class Lab Clinical Credit

OTA 150 Life Span Skills I 2 3 0 3
Prerequisites:OTA 110, OTA 120, OTA 140
Corequisites: OTA 130, OTA 161, PSY 241 and OTA 170

This course is designed to use knowledge gained from PSY 241 as it applies to OT practice from birth to adolescence. Topics include review of normal growth and development, identification/discussion of common disabilities/delays, assessment, treatment planning, and intervention approaches used with these populations. Upon completion, students should be able to identify/use assessments/screenings and interventions for infants through adolescents for selected disabilities/developmental delays in various settings.

OTA 161 Fieldwork I-Placement I 0 0 3 1
Prerequisites: OTA 120 and OTA 140, OTA 110
Corequisites: OTA 130, OTA 150, OTA 170

This course provides introductory-level clinical training opportunities. Emphasis is placed on observational and basic interactional skills in a setting with a culturally diverse client population. Upon completion, students should be able to use observational and interactional skills to relate effectively with clients under the guidance/direction of fieldwork supervisors.

OTA 162 Fieldwork I-Placement II 0 0 3 1
Prerequisites: OTA 130, OTA 150, OTA 161, OTA 170
Corequisites: OTA 220

This course provides introductory-level clinical training opportunities. Emphasis is placed on observational and basic interactional skills in a setting with a culturally diverse client population. Upon completion, students should be able to use observational and interactional skills to relate effectively with clients under the guidance/direction of fieldwork supervisors.

OTA 163 Fieldwork I-Placement III 0 0 3 1
Prerequisites: OTA 220
Corequisites: OTA 180, OTA 240, OTA 250

This course provides introductory-level clinical training opportunities. Emphasis is placed on observational and basic interactional skills in a setting with a culturally diverse client population. Upon completion, students should be able to use observational and interactional skills to relate effectively with clients under the guidance/direction of fieldwork supervisors.

OTA 170 Physical Dysfunction 2 3 0 3
Prerequisites: OTA 110, OTA 120, OTA 140
Corequisites: OTA 130, OTA 150, OTA 161

This course is designed to provide knowledge and skills needed for working with individuals experiencing varied medical/physical conditions within their socioeconomic and cultural environments. Topics include medical terminology, common diagnoses, structures/functions that change with disease processes, assessment/treatment priorities for specific problems/conditions, treatment planning, and intervention. Upon completion, students should be able to recognize common symptoms, prioritize problems, and provide for patient safety and infection control when planning and implementing treatment. Kinesiology and fundamentals of movement analysis will also be included in this course.

OTA 180 Psychosocial Dysfunction 2 3 0 3
Prerequisites: OTA 220
Corequisites: OTA 163, OTA 240, OTA 250

This course uses theories/principles related to psychological/psychiatric health and illnesses and provides training in assessing/treating symptoms of dysfunction and therapeutic use of self and groups. Topics include psychiatric illnesses, symptoms of dysfunction, assessment and treatment of individuals, planning and facilitating therapeutic groups, client safety, and psychosocial aspects of practice. Upon completion, students should be able to effectively plan and conduct individual and group treatment for client conditions related to psychosocial dysfunction recognizing temporal/socioeconomic/cultural contexts.

OTA 220 OT Media II 1 6 0 3
Prerequisites: OTA 130, OTA 150, OTA 161, OTA 170
Corequisites: OTA 162

This course provides training in appropriate and accurate assessment and intervention skills related to orthotics, prosthetics, assistive devices, environmental controls, and ADA issues. Topics include ergonomics and hand function, splint selection/fabrication, changes that improve access for persons with disabilities, use of modalities in treatment, and computers in OT intervention. Upon completion, students should be able to demonstrate proficiency fabricating/monitoring orthotic devices, constructing/modifying assistive devices, using ADA guidelines, and using computers for therapeutic purposes.

OTA 240 Professional Skills II 0 3 0 1
Prerequisites: OTA 220
Corequisites: OTA 163, OTA 180, OTA 250

This course builds upon and expands skills developed in OTA 140 with emphasis on documentation, supervisory relationships, involvement in the profession, and clinical management skills. Topics include clarification of roles/responsibilities, detailed examination of the supervisory process, professional participation in organizations, and the mechanics of assisting in clinic operations. Upon completion, students should be able to work effectively with a supervisor, plan/implement a professional activity, and perform routine clinic management tasks.

Class Lab Clinical Credit

OTA 250 Life Span Skills II 2 3 0 3
Prerequisites: OTA 220
Corequisites: OTA 163, OTA 180, and OTA 240

This course uses knowledge gained from PSY 241 as it applies to OT practice from young adulthood through old age. Emphasis is placed on identification/discussion of common disabilities/chronic diseases, assessments, planning and interventions used with these populations, and activity programming. Upon completion, students should be able to identify/use assessments, interventions, and activities for adults with selected disabilities/losses in various settings.

OTA 260 Fieldwork II-Placement I 0 0 18 6
Prerequisites: Completion of all OTA Program Didactic Coursework
Corequisites: OTA 261, OTA 280
This course provides clinical experience under the direct supervision of experienced OTR or COTA personnel working in various practice settings. Emphasis is placed on final clinical preparation for entry-level practice in the profession. Upon completion, students should be able to meet all critical competencies established by the curriculum and AOTA guidelines for entry-level practice.

OTA 261 Fieldwork II-Placement II 0 0 18 6
Prerequisites: Completion of OTA Program Didactic Coursework
Corequisites: OTA 260, OTA 280

This course provides clinical experience under the direct supervision of experienced OTR or COTA personnel working in various practice settings. Emphasis is placed on final clinical preparation for entry-level practice in the profession. Upon completion, students should be able to meet all critical competencies established by the curriculum and AOTA guidelines for entry-level practice.

OTA 280 Professional Transitions 0 2 0 1
Prerequisites: Completion of OTA Program Didactic Coursework
Corequisites: OTA 260 and OTA 261

This course provides closure to the educational program following Fieldwork II placements. Emphasis is placed on portfolio development and presentation, program evaluation, Fieldwork II experience analysis and synthesis, and final preparation for the certification examination. Upon completion, students should be able to enter the OT work force with supportive documentation demonstrating progress toward meeting critical competencies set forth by the curriculum.

PBT 100 Phlebotomy Technology 5 2 0 6
Prerequisites: Enrollment in the Phlebotomy Technology program
Corequisites: PBT 101

This course provides instruction in the skills needed for the proper collection of blood and other specimens used for diagnostic testing. Emphasis is placed on ethics, legalities, medical terminology, safety and universal precautions, health care delivery systems, patient relations, anatomy and physiology, and specimen collection. Upon completion, students should be able to demonstrate competence in the theoretical comprehension of phlebotomy techniques.

PBT 101 Phlebotomy Practicum 0 0 9 3
Prerequisites: Enrollment in the Phlebotomy Technology program
Corequisites: PBT 100

This course provides supervised experience in the performance of venipuncture and microcollection techniques in a clinical facility. Emphasis is placed on patient interaction and application of universal precautions, proper collection techniques, special procedures, specimen handling, and data management. Upon completion, students should be able to safely perform procedures necessary for specimen collections on patients in various health care settings.

PCI 161 Intro to Instrumentation 0 2 0 1
Prerequisites: None
Corequisites: None

This course introduces various industrial and manufacturing process control environments by taking field trips to related industrial facilities. Topics include job descriptions, titles, and opportunities associated with the field of industrial process control instrumentation. Upon completion, students should be able to demonstrate an understanding of the job opportunities available in the field of process control instrumentation.

PCI 162 Instrumentation Controls 2 3 0 3
Prerequisites: ELC 112 or ELC 131, and PCI 161
Corequisites: PCI 161
This course surveys industrial process control instrumentation concepts, devices, and systems. Topics include process control devices and process control applications associated with industrial instrumentation. Upon completion, students should be able to demonstrate a basic understanding of the various industrial process control and instrumentation systems. This course is a unique concentration requirement of the Instrumentation concentration in the Electronics Engineering Technology program.

PCI 261 Process Measurement 2 3 0 3
Prerequisites: PCI 162
Corequisites: None

This course introduces the concepts associated with the measurement of different process variables. Topics include theory and applications involved with the process variables of flow, level, pressure, and temperature. Upon completion, students should be able to understand basic process measurements and demonstrate the ability to calibrate process control instrumentation. This course is a unique concentration requirement of the Instrumentation concentration in the Electronics Engineering Technology program.

PCI 262 Intro to Process Control — Class 3, Lab 3, Clinical 0, Credit 4
Prerequisites: ELC 131, PCI 162
Corequisites: PCI 261

This course introduces process control and related instrumentation devices. Topics include basic process control theory, PID diagrams, and calibration methods associated with transducers, transmitters, control valves, and related process devices. Upon completion, students should be able to understand and troubleshoot basic process control devices and systems. This course is a unique concentration requirement of the Instrumentation concentration in the Electronics Engineering Technology program.

PCI 263 Advanced Process Control — Class 3, Lab 3, Clinical 0, Credit 4
Prerequisites: PCI 262
Corequisites: None

This course covers advanced process control and instrumentation associated with closed and open loop-type process control and systems. Topics include analysis of cascade, distributed control, feedback, and feedforward process control systems using PID and advanced control applications. Upon completion, students should be able to understand and implement advanced process control and instrumentation systems. This course is a unique concentration requirement of the Instrumentation concentration in the Electronics Engineering Technology program.

PCI 264 Process Control with PLCs — Class 3, Lab 3, Clinical 0, Credit 4
Prerequisites: ELC 128, PCI 262
Corequisites: None

This course introduces automatic process control implemented with PLC technology. Topics include interfacing and controlling advanced PID control loops and devices using various PLC-based systems. Upon completion, students should be able to demonstrate an understanding of advanced applications of process control and instrumentation systems with PLC-based devices.

PED 110 Fit and Well for Life — Class 1, Lab 2, Clinical 0, Credit 2
Prerequisites: None
Corequisites: None

This course is designed to investigate and apply the basic concepts and principles of lifetime physical fitness and other health-related factors. Emphasis is placed on wellness through the study of nutrition, weight control, stress management, and consumer facts on exercise and fitness. Upon completion, students should be able to plan a personal, lifelong fitness program based on individual needs, abilities, and interests.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 113 Aerobics I — Class 0, Lab 3, Clinical 0, Credit 1
Prerequisites: None
Corequisites: None

This course introduces a program of cardiovascular fitness involving continuous, rhythmic exercise. Emphasis is placed on developing cardiovascular efficiency, strength, and flexibility and on safety precautions. Upon completion, students should be able to select and implement a rhythmic aerobic exercise program.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 115 Step Aerobics I — Class 0, Lab 3, Clinical 0, Credit 1
Prerequisites: None
Corequisites: None

This course introduces the fundamentals of step aerobics. Emphasis is placed on basic stepping up and down on an adjustable platform; cardiovascular fitness; and upper body, floor, and abdominal exercises. Upon completion, students should be able to participate in basic step aerobics.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 117 Weight Training I — Class 0, Lab 3, Clinical 0, Credit 1
Prerequisites: None
Corequisites: None

This course introduces the basics of weight training. Emphasis is placed on developing muscular strength, muscular endurance, and muscle tone. Upon completion, students should be able to establish and implement a personal weight-training program.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

PED 122 Yoga I — Class 0, Lab 2, Clinical 0, Credit 1
Prerequisites: None
Corequisites: None

This course introduces the basic discipline of yoga. Topics include proper breathing, relaxation techniques, and correct body positions. Upon completion, students should be able to demonstrate the procedures of yoga.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 125 Self-Defense-Beginning — Class 0, Lab 2, Clinical 0, Credit 1
Prerequisites: None
Corequisites: None

This course is designed to aid students in developing rudimentary skills in self-defense. Emphasis is placed on stances, blocks, punches, and kicks as well as non-physical

Class Lab Clinical Credit

means of self-defense. Upon completion, students should be able to demonstrate basic self-defense techniques of a physical and non-physical nature.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 128 Golf-Beginning 0 2 0 1
Prerequisites: None
Corequisites: None

This course emphasizes the fundamentals of golf. Topics include the proper grips, stance, alignment, swings for the short and long game, putting, and the rules and etiquette of golf. Upon completion, students should be able to perform the basic golf shots and demonstrate a knowledge of the rules and etiquette of golf.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 130 Tennis-Beginning 0 2 0 1
Prerequisites: None
Corequisites: None

This course emphasizes the fundamentals of tennis. Topics include basic strokes, rules, etiquette, and court play. Upon completion, students should be able to play recreational tennis.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 143 Volleyball-Beginning 0 2 0 1
Prerequisites: None
Corequisites: None

This course covers the fundamentals of volleyball. Emphasis is placed on the basics of serving, passing, setting, spiking, blocking, and the rules and etiquette of volleyball. Upon completion, student should be able to participate in recreational volleyball.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 145 Basketball-Beginning 0 2 0 1
Prerequisites: None
Corequisites: None

This course covers the fundamentals of basketball. Emphasis is placed on skill development, knowledge of the rules, and basic game strategy. Upon completion, students should be able to participate in recreational basketball.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

Class Lab Clinical Credit

PED 147 Soccer 0 2 0 1
Prerequisites: None
Corequisites: None

This course introduces the basics of soccer. Emphasis is placed on rules, strategies, and fundamental skills. Upon completion, students should be able to participate in recreational soccer.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 148 Softball 0 2 0 1
Prerequisites: None
Corequisites: None

This course introduces the fundamental skills and rules of softball. Emphasis is placed on proper techniques and strategies for playing softball. Upon completion, students should be able to participate in recreational softball.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 170 Backpacking 0 2 0 1
Prerequisites: None
Corequisites: None

This course covers the proper techniques for establishing a campsite, navigating in the wilderness, and planning for an overnight trip. Topics include planning for meals, proper use of maps and compass, and packing and dressing for extended periods in the outdoors. Upon completion, students should be able to identify quality backpacking equipment, identify the principles of no-trace camping, and successfully complete a backpacking experience.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 174 Wilderness Pursuits 0 2 0 1
Prerequisites: None
Corequisites: None

This course covers the skills necessary to prepare for and participate in a wilderness trip. Emphasis is placed on planning, preparing, and participating in a wilderness pack trip. Upon completion, students should be able to safely participate in overnight wilderness pack trips.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 178 In-line Skating 0 2 0 1
Prerequisites: None
Corequisites: None

This course is designed to introduce the fundamental skills of in-line skating. Topics include equipment selection, safety practices, and fitness requirements for in-line skating. Upon

Class Lab Clinical Credit

completion, students should be able to demonstrate skills and safety requirements necessary for in-line skating.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 179 Roller Skating 0 2 0 1
Prerequisites: None
Corequisites: None

This course introduces the active sport of roller skating. Emphasis is placed on basic positioning, balance, and form. Upon completion, students should be able to demonstrate skills necessary for recreational skating.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 186 Dancing for Fitness 0 2 0 1
Prerequisites: None
Corequisites: None

This course is designed to develop movement and recreational dance skills, safety, fitness, coordination, and techniques used to teach various groups. Emphasis is placed on participation and practice with adapting dances for ages and ability levels. Upon completion, students should be able to demonstrate knowledge of fitness through social, folk, and square dance participation and instruction.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PED 187 Social Dance-Beginning 0 2 0 1
Prerequisites: None
Corequisites: None

This course introduces the fundamentals of popular social dances. Emphasis is placed on basic social dance techniques, dances, and a brief history of social dance. Upon completion, students should be able to demonstrate specific dance skills and perform some dances.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PHI 210 History of Philosophy 3 0 0 3
Prerequisites: ENG 111
Corequisites: None

This course introduces fundamental philosophical issues through an historical perspective. Emphasis is placed on such figures as Plato, Aristotle, Lao-Tzu, Confucius, Augustine, Aquinas, Descartes, Locke, Kant, Wollstonecraft, Nietzsche, and Sartre. Upon completion, students should be able to identify and distinguish among the key positions of the philosophers studied.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

PHI 215 Philosophical Issues 3 0 0 3
Prerequisites: ENG 111
Corequisites: None

This course introduces fundamental issues in philosophy considering the views of classical and contemporary philosophers. Emphasis is placed on knowledge and belief, appearance and reality, determinism and free will, faith and reason, and justice and inequality. Upon completion, students should be able to identify, analyze, and critique the philosophical components of an issue.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

PHI 220 Western Philosophy I 3 0 0 3
Prerequisites: ENG 111
Corequisites: None

This course covers Western intellectual and philosophic thought from the early Greeks through the medievalists. Emphasis is placed on such figures as the pre-Socratics, Plato, Aristotle, Epicurus, Epictetus, Augustine, Suarez, Anselm, and Aquinas. Upon completion, students should be able to trace the development of leading ideas regarding reality, knowledge, reason, and faith.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

PHI 221 Western Philosophy II 3 0 0 3
Prerequisites: ENG 111
Corequisites: None

This course covers Western intellectual and philosophic thought from post-medievalists through recent thinkers. Emphasis is placed on such figures as Descartes, Spinoza, Leibnitz, Locke, Berkeley, Hume, Kant, Hegel, Marx, Mill, and representatives of pragmatism, logical positivism, and existentialism. Upon completion, students should be able to trace the development of leading ideas concerning knowledge, reality, science, society, and the limits of reason.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

PHI 230 Introduction to Logic 3 0 0 3
Prerequisites: ENG 111
Corequisites: None

This course introduces basic concepts and techniques for distinguishing between good and bad reasoning. Emphasis is placed on deduction, induction, validity, soundness, syllogisms, truth functions, predicate logic, analogical inference, common fallacies, and scientific methods. Upon completion, students

Class Lab Clinical Credit

should be able to analyze arguments, distinguish between deductive and inductive arguments, test validity, and appraise inductive reasoning.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

PHI 240 Introduction to Ethics 3 0 0 3
Prerequisites: ENG 111
Corequisites: None

This course introduces theories about the nature and foundations of moral judgments and applications to contemporary moral issues. Emphasis is placed on utilitarianism, rule-based ethics, existentialism, relativism versus objectivism, and egoism. Upon completion, students should be able to apply various ethical theories to individual moral issues such as euthanasia, abortion, crime and punishment, and justice.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

PHI 250 Philosophy of Science 3 0 0 3
Prerequisites: ENG 111 and MAT 161
Corequisites: None

This course introduces the concepts of empirical observations and laws and their role in scientific explanation, prediction, and theory formation. Topics include the relationship between the philosophy of science and inductive/deductive logic, analytic philosophy, logical empiricism, and explanatory paradigms. Upon completion, students should be able to describe the development and role of scientific explanation, prediction, theory formation, and explanatory paradigms in the natural and social sciences. This course has been approved
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

PHM 110 Introduction to Pharmacy 3 0 0 3
Prerequisites: Enrollment in the Pharmacy Technology program
Corequisites: PHM 111, 115, 115A, BIO 106

This course introduces pharmacy practice and the technician's role in a variety of pharmacy settings. Topics include medical terminology and abbreviations, drug delivery systems, law and ethics, prescription and medication orders, and the health care system. Upon completion, students should be able to explain the role of pharmacy technicians, read and interpret drug orders, describe quality assurance, and utilize pharmacy references.

Class Lab Clinical Credit

PHM 111 Pharmacy Practice I 3 3 0 4
Prerequisites: Enrollment in the Pharmacy Technology program
Corequisites: PHM 110, 115, 115A, BIO 106

This course provides instruction in the technical procedures for preparing and dispensing drugs in the hospital and retail settings under supervision of a registered pharmacist. Topics include drug packaging and labeling, out-patient dispensing, hospital dispensing procedures, controlled substance procedures, inventory control, and non-sterile compounding. Upon completion, students should be able to perform basic supervised dispensing techniques in a variety of pharmacy settings.

PHM 115 Pharmacy Calculations 3 0 0 3
Prerequisites: Enrollment in the Pharmacy Technology program
Corequisites: PHM 110, 111, 115A, BIO 106

This course provides an introduction to the metric, avoirdupois, and apothecary systems of measurement and the calculations used in pharmacy practice. Topics include ratio and proportion, dosage determinations, percentage preparations, reducing and enlarging formulas, dilution and concentration, aliquots, specific gravity and density, and flow rates. Upon completion, students should be able to correctly perform calculations required to properly prepare a medication order.

PHM 115A Pharm Calculations Lab 0 2 0 1
Prerequisites: Enrollment in the Pharmacy Technology program
Corequisites: PHM 110, 111, 115, BIO 106

This course provides an opportunity to practice and perform calculations encountered in pharmacy practice. Emphasis is placed on ratio and proportion, dosage calculations, percentage, reduction/enlargement formulas, aliquots, flow rates, and specific gravity/density. Upon completion, students should be able to perform the calculations required to properly prepare a medication order.

PHM 118 Sterile Products 3 3 0 4
Prerequisites: PHM 110, 111
Corequisites: PHM 120, 136

This course provides an introduction to intravenous admixture preparation and other sterile products, including total parenteral nutrition and chemotherapy. Topics include aseptic techniques; facilities, equipment, and supplies utilized in admixture preparation; incompatibility and stability; laminar flow hoods; immunizations and irrigation solutions; and quality assurance. Upon completion, students should be able to describe and demonstrate the steps involved in preparation of intermittent and continuous infusions, total parenteral nutrition, and chemotherapy.

PHM 120 Pharmacology I 3 0 0 3
Prerequisites: PHM 110, 111
Corequisites: PHM 118, 136

This course introduces the study of the properties, effects, and therapeutic value of the primary agents in the major drug categories. Topics include nutritional products, blood modifiers, hormones, diuretics, cardiovascular agents, respiratory drugs, and gastrointestinal agents. Upon completion, students should be able to place major drugs into correct therapeutic categories and identify indications, side effects, and trade and generic names.

PHM 125 Pharmacology II 3 0 0 3
Prerequisites: PHM 110, 111, 120
Corequisites: PHM 132, 140, 155

This course provides a continuation of the study of the properties, effects, and therapeutic value of the primary agents in the major drug categories. Topics include autonomic and central nervous system agents, anti-inflammatory agents, and anti-infective drugs. Upon completion, students should be able to place major drugs into correct therapeutic categories and identify indications, side effects, and trade and generic names.

PHM 132 Pharmacy Clinical 0 0 6 2
Prerequisites: PHM 110, 111
Corequisites: PHM 125, 140, 155

This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.

PHM 136 Pharmacy Clinical 0 0 18 6
Prerequisites: PHM 110, 111
Corequisites: PHM 118, 120

This course provides an opportunity to work in pharmacy settings under a pharmacist's supervision. Emphasis is placed on effective communication with personnel, developing proper employee attitude, and dispensing of medications. Upon completion, students should be able to demonstrate an understanding of pharmacy operations, utilize references, dispense medications, prepare patient charges, and efficiently operate computers.

PHM 140 Trends in Pharmacy 2 0 0 2
Prerequisites: PHM 110, 111
Corequisites: PHM 125, 132, 140

This course covers the major issues, trends, and concepts in contemporary pharmacy practice. Topics include professional ethics, continuing education, job placement, and the latest developments in pharmacy technician practice. Upon completion, students should be able to demonstrate a basic knowledge of the topics discussed.

PHM 155 Community Pharmacy 2 2 0 3
Prerequisites: PHM 110, 111
Corequisites: PHM 125, 132, 140

This course covers the operational procedures relating to retail pharmacy. Emphasis is placed on a general knowledge of over-the counter products, prescription processing, business/inventory management, and specialty patient services. Upon completion, students should be able to provide technical assistance and support to the retail pharmacist.

PHY 110 Conceptual Physics 3 0 0 3
Prerequisites: Proficiency in Reading (minimum ASSET Reading score of 42 or minimum CPT Reading score of 80 OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: PHY 110A

This course provides a conceptually-based exposure to the fundamental principles and processes of the physical world. Topics include basic concepts of motion, forces, energy, heat, electricity, magnetism, and the structure of matter and the universe. Upon completion, students should be able to describe examples and applications of the principles studied.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

PHY 110A Conceptual Physics Lab 0 2 0 1
Prerequisites: Proficiency in Reading (minimum ASSET Reading score of 42 or minimum CPT Reading score of 80 OR a grade of "C" or better in ENG 095 or RED 090)
Corequisites: PHY 110

This course is a laboratory for PHY 110. Emphasis is placed on laboratory experiences that enhance materials presented in PHY 110. Upon completion, students should be able to apply the laboratory experiences to the concepts presented in PHY 110.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

PHY 121 Applied Physics I 3 2 0 4
Prerequisites: None
Corequisites: None

This algebra-based course introduces fundamental physical concepts as applied to industrial and service technology fields. Topics include systems of units, problem-solving methods, graphical analyses, vectors, motion, forces, Newton's laws of motion, work, energy, power, momentum, and properties of matter. Upon completion, students should be able to demonstrate an understanding of the principles studied as applied in industrial and service fields.

PHY 131 Physics-Mechanics Class 3 Lab 2 Clinical 0 Credit 4
Prerequisites: MAT 121 or MAT 161
Corequisites: None

This algebra/trigonometry-based course introduces fundamental physical concepts as applied to engineering technology fields. Topics include systems of units, problem-solving methods, graphical analysis, vectors, motion, forces, Newton's laws of motion, work, energy, power, momentum, and properties of matter. Upon completion, students should be able to apply the principles studied to applications in engineering technology fields.

PHY 132 Physics-Elec & Magnetism 3 2 0 4
Prerequisites: PHY 131
Corequisites: None

This algebra/trigonometry-based course is a study of fundamental physical concepts as applied to engineering technology fields. Topics include systems of units, problem-solving methods, graphical analysis, waves, electricity, magnetism, circuits, transformers, motors, and generators. Upon completion, students should be able to apply the principles studied to applications in engineering technology fields.

PHY 151 College Physics I 3 2 0 4
Prerequisites: MAT 161 or MAT 171 or MAT 175
Corequisites: None

This course uses algebra- and trigonometry-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include units and measurement, vectors, linear kinematics and dynamics, energy, power, momentum, fluid mechanics, and heat. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

PHY 152 College Physics II 3 2 0 4
Prerequisites: PHY 151
Corequisites:None

This course uses algebra- and trigonometry-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include electrostatic forces, electric fields, electric potentials, direct-current circuits, magnetostatic forces, magnetic fields, electromagnetic induction, alternating-current circuits, and light. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

PHY 251 General Physics I 3 3 0 4
Prerequisites: MAT 271
Corequisites: MAT 272

This course uses calculus-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include units and measurement, vector operations, linear kinematics and dynamics, energy, power, momentum, rotational mechanics, periodic motion, fluid mechanics, and heat. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

PHY 252 General Physics II 3 3 0 4
Prerequisites: MAT 272 and PHY 251
Corequisites: None

This course uses calculus-based mathematical models to introduce the fundamental concepts that describe the physical world. Topics include electrostatic forces, electric fields, electric potentials, direct-current circuits, magnetostatic forces, magnetic fields, electromagnetic induction, alternating-current circuits, and light. Upon completion, students should be able to demonstrate an understanding of the principles involved and display analytical problem-solving ability for the topics covered.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

PLU 111 Intro to Basic Plumbing 1 3 0 2
Prerequisites: None
Corequisites: None

This course introduces basic plumbing tools, materials, and fixtures. Topics include standard tools, materials, and fixtures used in basic plumbing systems and other related topics. Upon completion, students should be able to demonstrate an understanding of a basic plumbing system.

POL 110 Intro Political Science 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading OR a grade of "C" or better in ENG 095 or in ENG 090 and RED 090)
Corequisites: None

This course introduces basic political concepts used by governments and addresses a wide range of political issues. Topics include political theory, ideologies, legitimacy, and sovereignty in democratic and non-democratic systems. Upon completion, students should be able to discuss a variety of issues inherent in all political systems and draw logical conclusions in evaluating these systems.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in natural sciences/mathematics.

Class Lab Clinical Credit

POL 120 American Government 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 and RED 090)
Corequisites: None

This course is a study of the origins, development, structure, and functions of American national government. Topics include the constitutional framework, federalism, the three branches of government including the bureaucracy, civil rights and liberties, political participation and behavior, and policy formation. Upon completion, students should be able to demonstrate an understanding of the basic concepts and participatory processes of the American political system.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

POL 210 Comparative Government 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 and RED 090)
Corequisites: None

This course provides a cross-national perspective on the government and politics of contemporary nations such as Great Britain, France, Germany, and Russia. Topics include each country's historical uniqueness, key institutions, attitudes and ideologies, patterns of interaction, and current political problems. Upon completion, students should be able to identify and compare various nations' governmental structures, processes, ideologies, and capacity to resolve major problems.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

POL 220 International Relations 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 and RED 090)
Corequisites: None

This course provides a study of the effects of ideologies, trade, armaments, and alliances on relations among nationstates. Emphasis is placed on regional and global cooperation and conflict, economic development, trade, nongovernmental organizations, and international institutions such as the World Court and UN. Upon completion, students should be able to identify and discuss major international relationships, institutions, and problems.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

Class Lab Clinical Credit

PSY 118 Interpersonal Psychology 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 and RED 090)
Corequisites: None

This course introduces the basic principles of psychology as they relate to personal and professional development. Emphasis is placed on personality traits, communication/leadership styles, effective problem solving, and cultural diversity as they apply to personal and work environments. Upon completion, students should be able to demonstrate an understanding of these principles of psychology as they apply to personal and professional development.

PSY 150 General Psychology 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 and RED 090
Corequisites: None

This course provides an overview of the scientific study of human behavior. Topics include history, methodology, biopsychology, sensation, perception, learning, motivation, cognition, abnormal behavior, personality theory, social psychology, and other relevant topics. Upon completion, students should be able to demonstrate a basic knowledge of the science of psychology.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

PSY 241 Developmental Psychology 3 0 0 3
Prerequisites: PSY 150
Corequisites: None

This course is a study of human growth and development. Emphasis is placed on major theories and perspectives as they relate to the physical, cognitive, and psychosocial aspects of development from conception to death. Upon completion, students should be able to demonstrate knowledge of development across the life span.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

PSY 244 Child Development I 3 0 0 3
Prerequisites: PSY 150
Corequisites: None

This course provides an introduction to the study of child development and examines the growth and development of children from conception through early childhood. Topics include historical and theoretical perspectives, terminology, research and observation techniques as well as physical, cognitive, and psychosocial growth and change. Upon completion, students should be able to demonstrate an understanding of the early stages of child development.

PSY 245 Child Development II — Class 3 Lab 0 Clinical 0 Credit 3
Prerequisites: PSY 150
Corequisites: None

This course examines the growth and development of children during early and middle childhood. Emphasis is placed on factors influencing physical, cognitive, and psychosocial growth and change. Upon completion, students should be able to demonstrate an understanding of early and middle child development.

PSY 259 Human Sexuality — 3 0 0 3
Prerequisites: PSY 150
Corequisites: None

This course provides the biological, psychological, and sociocultural aspects of human sexuality and related research. Topics include reproductive biology, sexual and psychosexual development, sexual orientation, contraception, sexually transmitted diseases, sexual disorders, theories of sexuality, and related issues. Upon completion, students should be able to demonstrate an overall knowledge and understanding of human sexuality.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

PSY 263 Educational Psychology — 3 0 0 3
Prerequisites: PSY 150
Corequisites: None

This course examines the application of psychological theories and principles to the educational process and setting. Topics include learning and cognitive theories, achievement motivation, teaching and learning styles, teacher and learner roles, assessment, and developmental issues. Upon completion, students should be able to demonstrate an understanding of the application of psychological theory to educational practice.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

PSY 265 Behavioral Modification — 3 0 0 3
Prerequisites: PSY 150
Corequisites: None

This course is an applied study of factors influencing human behavior and strategies for behavioral change. Emphasis is placed on cognitive-behavioral theory, behavioral assessment, practical applications of conditioning techniques, and maintenance of adaptive behavior patterns. Upon completion, students should be able to implement basic learning principles to effect behavioral changes in self and others.

PSY 281 Abnormal Psychology — 3 0 0 3
Prerequisites: PSY 150
Corequisites: None

This course provides an examination of the various psychological disorders, as well as theoretical, clinical, and experimental perspectives of the study of psychopathology. Emphasis is placed on terminology, classification, etiology, assessment, and treatment of the major disorders. Upon completion, students should be able to distinguish between normal and abnormal behavior patterns as well as demonstrate knowledge of etiology, symptoms, and therapeutic techniques.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

RAD 110 Rad Intro & Patient Care — 2 3 0 3
Prerequisites: Enrollment in Radiography program
Corequisites: RAD 111 and RAD 151

This course provides an overview of the radiography profession and student responsibilities. Emphasis is placed on basic principles of patient care, radiation protection, technical factors, and medical terminology. Upon completion, students should be able to demonstrate basic skills in these areas.

RAD 111 RAD Procedures I — 3 3 0 4
Prerequisites: Enrollment in the Radiography program
Corequisites: BIO 168

This course provides the knowledge and skills necessary to perform standard radiographic procedures. Emphasis is placed on radiography of the chest, abdomen, extremities, spine, and pelvis. Upon completion, students should be able to demonstrate competence in these areas.

RAD 112 RAD Procedures II — 3 3 0 4
Prerequisites: BIO 168
Corequisites: BIO 169

This course provides the knowledge and skills necessary to perform standard radiographic procedures. Emphasis is placed on radiography of the skull, bony thorax, and gastrointestinal, biliary, and urinary systems. Upon completion, students should be able to demonstrate competence in these areas.

RAD 121 Radiographic Imaging I — 2 3 0 3
Prerequisites: RAD 110, RAD 111, and RAD 151
Corequisites: None

This course covers factors of image quality and methods of exposure control. Topics include density, contrast, recorded detail, distortion, technique charts, manual and automatic exposure control, and tube rating charts. Upon completion, students should be able to demonstrate an understanding of exposure control and the effects of exposure factors on image quality.

Class Lab Clinical Credit

RAD 122 Radiographic Imaging II 1 3 0 2
Prerequisites: RAD 112, RAD 121, and RAD 161
Corequisites: RAD 131 and RAD 171

This course covers image receptor systems and processing principles. Topics include film, film storage, processing, intensifying screens, grids, and beam limitation. Upon completion, students should be able to demonstrate the principles of selection and usage of imaging accessories to produce quality images.

RAD 131 Radiographic Physics I 1 3 0 2
Prerequisites: RAD 112, RAD 121, and RAD 161
Corequisites: RAD 122 and RAD 171

This course introduces the fundamental principles of physics that underlie diagnostic X-ray production and radiography. Topics include electromagnetic waves, electricity and magnetism, electrical energy, and power and circuits as they relate to radiography. Upon completion, students should be able to demonstrate an understanding of basic principles of physics as they relate to the operation of radiographic equipment.

RAD 151 RAD Clinical Ed I 0 0 6 2
Prerequisites: Enrollment in the Radiography program
Corequisites: RAD 110 and RAD 111

This course introduces patient management and basic radiographic procedures in the clinical setting. Emphasis is placed on mastering positioning of the chest and extremities, manipulating equipment, and applying principles of ALARA. Upon completion, students should be able to demonstrate successful completion of clinical objectives.

RAD 161 RAD Clinical Ed II 0 0 15 5
Prerequisites: RAD 110, RAD 111, and RAD 151
Corequisites: RAD 112 and RAD 121

This course provides additional experience in patient management and in more complex radiographic procedures. Emphasis is placed on mastering positioning of the spine, pelvis, head and neck, and thorax and adapting procedures to meet patient variations. Upon completion, students should be able to demonstrate successful completion of clinical objectives.

RAD 171 RAD Clinical Ed III 0 0 12 4
Prerequisites: RAD 112, RAD 121, and RAD 161
Corequisites: RAD 122 and RAD 131

This course provides experience in patient management specific to fluoroscopic and advanced radiographic procedures. Emphasis is placed on applying appropriate technical factors to all studies and mastering positioning of gastrointestinal and urological studies. Upon completion, students should be able to demonstrate successful completion of clinical objectives.

Class Lab Clinical Credit

RAD 211 RAD Procedures III 2 3 0 3
Prerequisites: RAD 112
Corequisites: RAD 231, RAD 241, and RAD 251

This course provides the knowledge and skills necessary to perform standard and specialty radiographic procedures. Emphasis is placed on radiographic specialty procedures, pathology, and advanced imaging. Upon completion, students should be able to demonstrate competence in these areas.

RAD 231 Radiographic Physics II 1 3 0 2
Prerequisites: RAD 171
Corequisites: RAD 211, RAD 241, and RAD 251

This course continues the study of physics that underlie diagnostic X-ray production and radiographic and fluoroscopic equipment. Topics include X-ray production, electromagnetic interactions with matter, X-ray devices, equipment circuitry, targets, filtration, and dosimetry. Upon completion, students should be able to demonstrate an understanding of the application of physical concepts as related to image production.

RAD 241 Radiation Protection 2 0 0 2
Prerequisites: RAD 122, RAD 131, and RAD 171
Corequisites: RAD 211, RAD 231, and RAD 251

This course covers the principles of radiation protection and radiobiology. Topics include the effects of ionizing radiation on body tissues, protective measures for limiting exposure to the patient and personnel, and radiation monitoring devices. Upon completion, students should be able to demonstrate an understanding of the effects and uses of radiation in diagnostic radiology.

RAD 245 Radiographic Analysis 2 3 0 3
Prerequisites: RAD 251
Corequisites: RAD 261

This course provides an overview of imaging concepts and introduces methods of quality assurance. Topics include a systematic approach for image evaluation and analysis of imaging service and quality assurance. Upon completion, students should be able to establish and administer a quality assurance program and conduct a critical review of images.

RAD 251 RAD Clinical Ed IV 0 0 21 7
Prerequisites: RAD 122, RAD 131, and RAD 171
Corequisites: RAD 211, RAD 231, and RAD 241

This course provides the opportunity to continue mastering all basic radiographic procedures and to attain experience in advanced areas. Emphasis is placed on equipment operation, pathological recognition, pediatric and geriatric variations, and a further awareness of radiation protection requirements. Upon completion, students should be able to demonstrate successful completion of clinical objectives.

	Class	Lab	Clinical	Credit
RAD 261 RAD Clinical Ed V	0	0	21	7

Prerequisites: RAD 251
Corequisites: RAD 245

This course is designed to enhance expertise in all radiographic procedures, patient management, radiation protection, and image production and evaluation. Emphasis is placed on developing an autonomous approach to the diversity of clinical situations and successfully adapting to those procedures. Upon completion, students should be able to demonstrate successful completion of clinical objectives..

	Class	Lab	Clinical	Credit
REA 101 Intro Real Est App R-1	2	0	0	2

Prerequisites: None
Corequisites: None

This course introduces the entire valuation process, with specific coverage of residential neighborhood and property analysis. Topics include basic real property law, concepts of value and operation of real estate markets, mathematical and statistical concepts, finance, and residential construction/design. Upon completion, students should be able to demonstrate adequate preparation for REA 102. This course is required for the Real Estate Appraisal certificate.

	Class	Lab	Clinical	Credit
REA 102 Valuation Prin & Prac R-2	2	0	0	2

Prerequisites: REA 101
Corequisites: None

This course introduces procedures used to develop an estimate of value and how the various principles of value relate to the application of such procedures. Topics include the sales comparison approach, site valuation, sales comparison, the cost approach, the income approach, and reconciliation. Upon completion, students should be able to complete the Uniform Residential Appraisal Report (URAR).

	Class	Lab	Clinical	Credit
REA 103 Applied Res Prop Val R-3	1	0	0	1

Prerequisites: REA 102
Corequisites: None

This course covers the laws and standards practiced by appraisers in the appraisal of residential 1-4 unit properties and small farms. Topics include Financial Institutions Reform and Recovery Enforcement Act (FIRREA), Uniform Standards of Professional Appraisal Practice (USPAP), and North Carolina statutes and rules. Upon completion, students should be able to demonstrate eligibility to sit for the NC Appraisal Board license trainee examination and to enroll in REA 201.

	Class	Lab	Clinical	Credit
REA 104 USPAP R-4	1	0	0	1

Prerequisites: REA 103
Corequisites: None

This course covers the laws and standards practiced by appraisers in the appraisal of residential 1-4 unit properties and small farms. Topics include Uniform Standards of Professional Appraisal Practice (USPAP), and North Carolina statutes and rules. Upon completion, students should be able to sit for the National USPAP examination and to enroll in REA 201.

	Class	Lab	Clinical	Credit
REA 201 Intro Income Prop App G-1	2	0	0	2

Prerequisites: REA 104
Corequisites: None

This course introduces concepts and techniques used to appraise real estate income properties. Topics include real estate market analysis, property analysis and site valuation, how to use financial calculators, present value, NOI, and before-tax cash flow. Upon completion, students should be able to estimate income property values using direct capitalization and to sit for the NC Certified Residential Appraiser examination.

	Class	Lab	Clinical	Credit
REA 202 Adv Inc Capital Proc G-2	2	0	0	2

Prerequisites: REA 201
Corequisites:A financial calculator is required for this course

This course expands direct capitalization techniques and introduces yield capitalization. Topics include yield rates, discounted cash flow, financial leverage, and traditional yield capitalization formulas. Upon completion, students should be able to estimate the value of income producing property using yield capitalization techniques.

	Class	Lab	Clinical	Credit
REA 203 Applied Inc Prop Val G-3	2	0	0	2

Prerequisites: REA 202
Corequisites: None

This course covers the laws, rules, and standards pertaining to the principles and practices applicable to the appraisal of income properties. Topics include FIRREA, USPAP, Uniform Commercial and Industrial Appraisal Report (UCIAR) form, North Carolina statutes and rules, and case studies. Upon completion, students should be able to prepare a narrative report that conforms to the USPAP and sit for the NC Certified General Appraisal examination.

	Class	Lab	Clinical	Credit
REL 110 World Religions	3	0	0	3

Prerequisites: Proficiency in reading (minimum ASSET 42 orCPT 80 on Reading or a grade of "C" or better in ENG 095 or in ENG 090 and RED 090)
Corequisites: None

This course introduces the world's major religious traditions. Topics include Primal religions, Hinduism, Buddhism, Islam, Judaism, and Christianity. Upon completion, students should be able to identify the origins, history, beliefs, and practices of the religions studied
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

Class Lab Clinical Credit

REL 111 Eastern Religions 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or better in ENG 090 or in RED 090)
Corequisites: None

This course introduces the major Asian religious traditions. Topics include Hinduism, Buddhism, Taoism, Confucianism, and Shinto. Upon completion, students should be able to identify the origins, history, beliefs, and practices of the religions studied.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

REL 112 Western Religions 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or better in ENG 090 or in RED 090)
Corequisites: None

This course introduces the major western religious traditions. Topics include Zoroastrianism, Islam, Judaism, and Christianity. Upon completion, students should be able to identify the origins, history, beliefs, and practices of the religions studied.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

REL 211 Intro to Old Testament 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or better in ENG 090 or in RED 090)
Corequisites: None

This course is a survey of the literature of the Hebrews with readings from the law, prophets, and other writings. Emphasis is placed on the use of literary, historical, archeological, and cultural analysis. Upon completion, students should be able to use the tools of critical analysis to read and understand Old Testament literature.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

REL 212 Intro to New Testament 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in ENG 090 or in RED 090)
Corequisites: None

This course is a survey of the literature of first-century Christianity with readings from the gospels, Acts, and the Pauline and pastoral letters. Topics include the literary structure, audience, and religious perspective of the writings, as well as the historical and cultural context of the early Christian community. Upon completion, students should be able to use the tools of critical analysis to read and understand New Testament literature.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

REL 221 Religion in America 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in ENG 090 or in RED 090)
Corequisites: None

This course is an examination of religious beliefs and practice in the United States. Emphasis is placed on mainstream religious traditions and non-traditional religious movements from the Colonial period to the present. Upon completion, students should be able to recognize and appreciate the diversity of religious traditions in America.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

RLS 112 Real Estate Fundamentals 5 0 0 5
Prerequisites: None
Corequisites: None

This course provides basic instruction in real estate principles and practices. Topics include law, finance, brokerage, closing, valuation, management, taxation, mathematics, construction, land use, property insurance, and NC License Law and Commission Rules. Upon completion, students should be able to demonstrate basic knowledge and skills necessary for real estate sales.

RLS 113 Real Estate Mathematics 2 0 0 2
Prerequisites: None
Corequisites: None

This course provides basic instruction in business mathematics applicable to real estate situations. Topics include area computations, percentage of profit/loss, bookkeeping and accounting methods, appreciation and depreciation, financial calculations and interest yields, property valuation, insurance, taxes, and commissions. Upon completion, students should be able to demonstrate proficiency in applied real estate mathematics.

RLS 117 Real Estate Broker 4 0 0 4
Prerequisites: RLS 112
Corequisites: None

This course consists of advanced-level instruction on a variety of topics related to Real Estate law and brokerage practices. Topics include: real estate brokerage, finance and sales, RESPA, fair housing issues, selected NC Real Estate License Law and NC Real Estate Commission Rule issues. Upon completion, students should be able to demonstrate knowledge of real estate brokerage, law and finance.

Class Lab Clinical Credit

SOC 210 Introduction to Sociology 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in ENG 090 or in RED 090)
Corequisites: None

This course introduces the scientific study of human society, culture, and social interactions. Topics include socialization, research methods, diversity and inequality, cooperation and conflict, social change, social institutions, and organizations. Upon completion, students should be able to demonstrate knowledge of sociological concepts as they apply to the interplay among individuals, groups, and societies.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

SOC 213 Sociology of the Family 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in ENG 090 or in RED 090)
Corequisites: None

This course covers the institution of the family and other intimate relationships. Emphasis is placed on mate selection, gender roles, sexuality, communication, power and conflict, parenthood, diverse lifestyles, divorce and remarriage, and economic issues. Upon completion, students should be able to analyze the family as a social institution and the social forces which influence its development and change.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

SOC 220 Social Problems 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in ENG 090 or in RED 090)
Corequisites: None

This course provides an in-depth study of current social problems. Emphasis is placed on causes, consequences, and possible solutions to problems associated with families, schools, workplaces, communities, and the environment. Upon completion, students should be able to recognize, define, analyze, and propose solutions to these problems.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

SOC 230 Race and Ethnic Relations 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in ENG 090 or in RED 090)
Corequisites: None

This course includes an examination of the various aspects of race and ethnicity and how these lead to different experiences, opportunities, problems, and contributions. Topics include prejudice, discrimination, perceptions, myths, stereotypes, and intergroup relationships. Upon completion, students should be able to identify and analyze relationships among racial and ethnic groups within the larger society.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

SOC 232 Social Context of Aging 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in ENG 090 or in RED 090)
Corequisites: None

This course provides an overview of the social implications of the aging process. Emphasis is placed on the roles of older adults within families, work and economics, politics, religion, education, and health care. Upon completion, students should be able to identify and analyze changing perceptions, diverse lifestyles, and social and cultural realities of older adults.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

SOC 234 Sociology of Gender 3 0 0 3
Prerequisites: SOC 210
Corequisites: None

This course examines contemporary roles in society with special emphasis on recent changes. Topics include sex role socialization, myths and stereotypes, gender issues related to family, work, and power. Upon completion, students should be able to analyze modern relationships between men and women.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

SOC 240 Social Psychology 3 0 0 3
Prerequisites: Proficiency in reading (minimum ASSET 42 or CPT 80 on Reading or a grade of "C" or better in ENG 095 or in ENG 090 or in RED 090)
Corequisites: None

This course examines the influence of culture and social groups on individual behavior and personality. Emphasis is placed on the process of socialization, communication, conformity, deviance, interpersonal attraction, intimacy, race and ethnicity, small group experiences, and social movements. Upon completion, students should be able to identify and analyze cultural and social forces that influence the individual in a society.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in social/behavioral sciences.

	Class	Lab	Clinical	Credit
SOC 242 Sociology of Deviance	3	0	0	3

Prerequisites: SOC 210
Corequisites: None

This course provides an overview of deviant behavior and the processes involved in its definition, causation, prevention, control, and treatment. Topics include theories of causation, social control, delinquency, victimization, criminality, the criminal justice system, punishment, rehabilitation, and restitution. Upon completion, students should be able to identify and analyze issues surrounding the nature and development of social responses to deviance.
This course has been approved to satisfy the Comprehensive Articulation Agreement pre-major and/or elective course requirement.

SON 110 Intro to Sonography	1	3	3	3

Prerequisites: None
Corequisites: None

This course provides an introduction to medical sonography. Topics include applications, sonographic terminology, history, patient care, ethics, and basic skills. Upon completion, students should be able to define professionalism and sonographic applications and perform basic patient care skills and preliminary scanning techniques.

SON 111 Sonographic Physics	3	3	0	4

Prerequisites: CVS 163 or SON 110
Corequisites: None

This course introduces ultrasound physical principles, bioeffects, and sonographic instrumentation. Topics include sound wave mechanics, transducers, sonographic equipment, Doppler physics, bioeffects, and safety. Upon completion, students should be able to demonstrate knowledge of sound wave mechanics, transducers, sonography equipment, the Doppler effect, bioeffects, and safety.

SON 120 SON Clinical Ed I	0	0	15	5

Prerequisites: SON 110
Corequisites: None

This course provides active participation in clinical sonography. Emphasis is placed on imaging, processing, and technically evaluating sonographic examinations. Upon completion, students should be able to image, process, and evaluate sonographic examinations.

SON 121 SON Clinical Ed II	0	0	15	5

Prerequisites: SON 120
Corequisites: None

This course provides continued active participation in clinical sonography. Emphasis is placed on imaging, processing, and technically evaluating sonographic examinations. Upon completion, students should be able to image, process, and evaluate sonographic examinations.

	Class	Lab	Clinical	Credit
SON 130 Abdominal Sonography I	2	3	0	3

Prerequisites: None
Corequisites: None

This course introduces abdominal and small parts sonography. Emphasis is placed on the sonographic anatomy of the abdomen and small parts with correlated laboratory exercises. Upon completion, students should be able to recognize and acquire basic abdominal and small parts images.

SON 131 Abdominal Sonography II	1	3	0	2

Prerequisites: SON 130
Corequisites: None

This course covers abdominal and small parts pathology recognizable on sonograms. Emphasis is placed on abnormal sonograms of the abdomen and small parts with correlated sonographic cases. Upon completion, students should be able to recognize abnormal pathological processes in the abdomen and on small parts sonographic examinations.

SON 140 Gynecological Sonography	2	0	0	2

Prerequisites: SON 110
Corequisites: None

This course is designed to relate gynecological anatomy and pathology to sonography. Emphasis is placed on gynecological relational anatomy, endovaginal anatomy, and gynecological pathology. Upon completion, students should be able to recognize normal and abnormal gynecological sonograms.

SON 220 SON Clinical Ed III	0	0	24	8

Prerequisites: SON 121
Corequisites: None

This course provides continued active participation in clinical sonography. Emphasis is placed on imaging, processing, and technically evaluating sonographic examinations. Upon completion, students should be able to image, process, and evaluate sonographic examinations.

SON 221 SON Clinical Ed IV	0	0	24	8

Prerequisites: SON 220
Corequisites: None

This course provides continued active participation off campus in clinical sonography. Emphasis is placed on imaging, processing, and technically evaluating sonographic examinations. Upon completion, students should be able to image, process, and evaluate sonographic examinations.

SON 225 Case Studies	0	3	0	1

Prerequisites: SON 110 or CVS 163
Corequisites: None

This course offers the opportunity to present interesting cases found during clinical education. Emphasis is placed on presentation methods which integrate patient history, laboratory results, and sonographic findings with reference to

Class Lab Clinical Credit

current literature. Upon completion, students should be able to correlate information necessary for complete presentation of case studies.

SON 241 Obstetrical Sonography I 2 0 0 2
Prerequisites: SON 110
Corequisites: None

This course covers normal obstetrical sonography techniques, the normal fetal environment, and abnormal first trimester pregnancy states. Topics include gestational dating, fetal anatomy, uterine environment, and first trimester complications. Upon completion, students should be able to produce gestational sonograms which document age, evaluate the uterine environment, and recognize first trimester complications.

SON 242 Obstetrical Sonography II 2 0 0 2
Prerequisites: SON 241
Corequisites: None

This course covers second and third trimester obstetrical complications and fetal anomalies. Topics include abnormal fetal anatomy and physiology and complications in the uterine environment. Upon completion, students should be able to identify fetal anomalies, fetal distress states, and uterine pathologies.

SON 250 Vascular Sonography 1 3 0 2
Prerequisites: SON 111
Corequisites: None

This course provides an in-depth study of the anatomy and pathology of the vascular system. Topics include peripheral arterial, peripheral venous, and cerebrovascular disease testing. Upon completion, students should be able to identify normal vascular anatomy and recognize pathology of the vascular system.

SON 289 Sonographic Topics 2 0 0 2
Prerequisites: SON 220
Corequisites: SON 221

This course provides an overview of sonographic topics in preparation for certification examinations. Emphasis is placed on registry preparation. Upon completion, students should be able to demonstrate a comprehensive knowledge of sonography and be prepared for the registry examinations.

SPA 111 Elementary Spanish I 3 0 0 3
Prerequisites: A grade of "C" or better in ENG 085 or RED 080 OR a minimum ASSET Reading score of 39 OR a minimum CPT Reading score of 57
Corequisites: None

This course introduces the fundamental elements of the Spanish language within a cultural context. Emphasis is placed on the development of basic listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with grammatical accuracy to spoken and written Spanish and demonstrate cultural awareness..
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

SPA 112 Elementary Spanish II 3 0 0 3
Prerequisites: SPA 111
Corequisites: None

This course is a continuation of SPA 111 focusing on the fundamental elements of the Spanish language within a cultural context. Emphasis is placed on the progressive development of listening, speaking, reading, and writing skills. Upon completion, students should be able to comprehend and respond with increasing proficiency to spoken and written Spanish and demonstrate further cultural awareness.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

SPA 120 Spanish for the Workplace 3 0 0 3
Prerequisites: None
Corequisites: None

This course offers applied Spanish for the workplace to facilitate basic communication with people whose native language is Spanish. Emphasis is placed on oral communication and career-specific vocabulary that targets health, business, and/or public service professions. Upon completion, students should be able to communicate at a functional level with native speakers and demonstrate cultural sensitivity.

SPA 141 Culture and Civilization 3 0 0 3
Prerequisites: None
Corequisites: None

This course provides an opportunity to explore issues related to the Hispanic world. Topics include historical and current events, geography, and customs. Upon completion, students should be able to identify and discuss selected topics and cultural differences related to the Hispanic world.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

SPA 151 Hispanic Literature 3 0 0 3
Prerequisites: ENG 111
Corequisites: None

This course includes selected readings by Hispanic writers. Topics include fictional and non-fictional works by representative authors from a variety of genres and literary periods. Upon completion, students should be able to analyze and discuss selected texts within relevant cultural and historical contexts.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

	Class	Lab	Clinical	Credit
SPA 161 Cultural Immersion	2	3	0	3

Prerequisites: SPA 111
Corequisites: None

This course explores Hispanic culture through intensive study on campus and field experience in a host country or area. Topics include an overview of linguistic, historical, geographical, sociopolitical, economic, and/or artistic concerns of the area visited. Upon completion, students should be able to exhibit first-hand knowledge of issues pertinent to the host area and demonstrate understanding of cultural differences.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

SPA 181 Spanish Lab 1	0	2	0	1

Prerequisites: None
Corequisites: None

This course provides an opportunity to enhance acquisition of the fundamental elements of the Spanish language. Emphasis is placed on the progressive development of basic listening, speaking, reading, and writing skills through the use of various supplementary learning media and materials. Upon completion, students should be able to comprehend and respond with grammatical accuracy to spoken and written Spanish and demonstrate cultural awareness.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

SPA 182 Spanish Lab 2	0	2	0	1

Prerequisites: SPA 181
Corequisites: None

This course provides an opportunity to enhance acquisition of the fundamental elements of the Spanish language. Emphasis is placed on the progressive development of basic listening, speaking, reading, and writing skills through the use of various supplementary learning media and materials. Upon completion, students should be able to comprehend and respond with increasing proficiency to spoken and written Spanish and demonstrate cultural awareness.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

SPA 211 Intermediate Spanish I	3	0	0	3

Prerequisites: SPA 112
Corequisites: None

This course provides a review and expansion of the essential skills of the Spanish language. Emphasis is placed on the study of authentic and representative literary and cultural texts. Upon completion, students should be able to communicate effectively, accurately, and creatively about the past, present, and future.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

	Class	Lab	Clinical	Credit
SPA 212 Intermediate Spanish II	3	0	0	3

Prerequisites: SPA 211
Corequisites: None

This course provides a continuation of SPA 211. Emphasis is placed on the continuing study of authentic and representative literary and cultural texts. Upon completion, students should be able to communicate spontaneously and accurately with increasing complexity and sophistication.
This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in humanities/fine arts.

SPA 215 Spanish Phonetics/Structure	3	0	0	3

Prerequisites: None
Corequisites: None

This course is designed to improve the understanding of Spanish phonetics and the structure of the Spanish language. Topics include the structure of the Spanish language, phonology, morphology, and syntax. Upon completion, students should have an understanding of the phonetics and structure of the Spanish language and be able to contrast the structure of the Spanish and English languages.

SPA 221 Spanish Conversation	3	0	0	3

Prerequisites: SPA 212
Corequisites: None

This course provides an opportunity for intensive communication in spoken Spanish. Emphasis is placed on vocabulary acquisition and interactive communication through the discussion of media materials and authentic texts. Upon completion, students should be able to discuss selected topics, express ideas and opinions clearly, and engage in formal and informal conversations.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

SPA 231 Reading and Composition	3	0	0	3

Prerequisites: SPA 212
Corequisites: None

This course provides an opportunity for intensive reading and composition in Spanish. Emphasis is placed on the use of literary and cultural materials to enhance and expand reading and writing skills. Upon completion, students should be able to demonstrate in writing an in-depth understanding of assigned readings.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

SPA 281 Spanish Lab III	0	0	0	1

Prerequisites: SPA 182
Corequisites: None

This course provides an opportunity to enhance the review and expansion of the essential skills of the Spanish language.

Class Lab Clinical Credit

Emphasis is placed on the study of authentic and representative literary and cultural texts through the use of various supplementary learning media and materials. Upon completion, students should be able to communicate effectively, accurately, and creatively about the past, present, and future.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

SPA 282 Spanish Lab IV 0 2 0 1
Prerequisites: SPA 281
Corequisites: None

This course provides an opportunity to enhance the review and expansion of the essential skills of the Spanish language. Emphasis is placed on the continuing study of authentic and representative literary and cultural texts through the use of various supplementary learning media and materials. Upon completion, students should be able to communicate spontaneously and accurately with increasing complexity and sophistication.
This course has been approved to satisfy the Comprehensive Articulation Agreement for transferability as a premajor and/or elective course requirement.

SPI 113 Intro. to Spanish Interpreting 3 0 0 3
Prerequisites: None
Corequisites: None

This course introduces the field of interpreting, interpretation models, cognitive processes associated with interpretation, professional ethical standards, employment opportunities, and working conditions. Topics include specialized jargon, code of ethics, interpreter assessments/qualifications, and protocol associated with various settings. Upon completion, students should be able to explain the rationale for placement of interpreters and apply ethical standards to a variety of working situations.

SPI 114 Analytical Skills Spanish Interpreting 3 0 0 3
Prerequisites: None
Corequisites: None

This course is designed to improve cognitive processes associated with interpreting, listening, short-term memory, semantic equivalence, visual/auditory processing, thought organization and logic. Emphasis is placed on developing skills necessary to generate equivalent messages between Spanish and English. Upon completion, students should be able to consecutively interpret non-technical, interactive messages between Spanish and English.

SPI 213 Review of Grammar 3 0 0 3
Prerequisites: None
Corequisites: None

This course is designed to review the common elements of Spanish grammar in oral and written form. Emphasis is placed on the fundamental grammatical concepts of the Spanish language. Upon completion, students should be able to demonstrate comprehension and correct usage of specified grammatical concepts in both oral and written form.

SPI 214 Intro to Translation 3 0 0 3
Prerequisites: None
Corequisites: None

This course is designed to improve the quality of Spanish to English and English to Spanish translation. Emphasis is placed on the practice of Spanish to English and English to Spanish translation in a variety of prose styles. Upon completion, students should be able to demonstrate the usage and understanding of the processes involved in translating.

SPI 245 Community Interpreting I 2 3 0 3
Prerequisites: None
Corequisites: None

This course is designed to expose students to interpreting in areas such as social services, business and industry. Emphasis is placed on the development of social services, business and industry vocabulary through role-play. Upon completion, students should be able to consecutively interpret basic messages in a variety of social services, business and industry situations.

TRF 110 Intro Turfgrass Cult & ID 3 2 0 4
Prerequisites: None
Corequisites: None

This course provides an in-depth study of turfgrass. Topics include principles of reproduction, growth development, species characteristics, establishment and maintenance of golf courses and sports fields, and lawn applications. Upon completion, students should be able to identify turfgrass species through characteristics and reproductive stages and develop an establishment and maintenance plan for high quality turf areas.

TRP 100 Truck Driver Training 6 18 0 12
Prerequisites: None
Corequisites: None

This course provides training in inspecting and driving tractor trailers and assuming driver responsibilities on the road and at pickup and delivery points. Emphasis is placed on defensive driving, federal motor carrier safety regulations, trip planning, cargo handling, vehicle systems, hours of service, and accident prevention. Upon completion, students should be able to demonstrate the skills required for the commercial driver's license and employment.

WLD 110 Cutting Processes 1 3 0 2
Prerequisites: None
Corequisites: None

This course introduces oxy-fuel and plasma-arc cutting systems. Topics include safety, proper equipment setup, and operation

Class Lab Clinical Credit

of oxy-fuel and plasma-arc cutting equipment with emphasis on straight line, curve and bevel cutting. Upon completion, students should be able to oxy-fuel and plasma-arc cut metals of varying thickness.

WLD 112 Basic Welding Processes 1 3 0 2
Prerequisites: None
Corequisites: None

This course introduces basic welding and cutting. Emphasis is placed on beads applied with gases, mild steel fillers, and electrodes and the capillary action of solder. Upon completion, students should be able to set up welding and oxy-fuel equipment and perform welding, brazing, and soldering processes.

WLD 115 SMAW (Stick) Plate 2 9 0 5
Prerequisites: None
Corequisites: None

This course introduces the shielded metal arc (stick) welding process. Emphasis is placed on padding, fillet, and groove welds in various positions with SMAW electrodes. Upon completion, students should be able to perform SMAW fillet and groove welds on carbon plate with prescribed electrodes.

WLD 116 SMAW (Stick) Plate/Pipe 1 9 0 4
Prerequisites: WLD 115
Corequisites: None

This course is designed to enhance skills with the shielded metal arc (stick) welding process. Emphasis is placed on advancing manipulative skills with SMAW electrodes on varying joint geometry. Upon completion, students should be able to perform groove welds on carbon steel with prescribed electrodes in the flat, horizontal, vertical, and overhead positions.

WLD 121 GMAW (MIG) FCAW/Plate 2 6 0 4
Prerequisites: None
Corequisites: None

This course introduces metal arc welding and flux core arc welding processes. Topics include equipment setup and fillet and groove welds with emphasis on application of GMAW and FCAW electrodes on carbon steel plate. Upon completion, students should be able to perform fillet welds on carbon steel with prescribed electrodes in the flat, horizontal, and overhead positions.

WLD 131 GTAW (TIG) Plate 2 6 0 4
Prerequisites: None
Corequisites: None

This course introduces the gas tungsten arc (TIG) welding process. Topics include correct selection of tungsten, polarity, gas, and proper filler rod with emphasis placed on safety, equipment setup, and welding techniques. Upon completion, students should be able to perform GTAW fillet and groove welds with various electrodes and filler materials.

Class Lab Clinical Credit

WLD 132 GTAW (TIG) Plate/Pipe 1 6 0 3
Prerequisites: WLD 131
Corequisites: None

This course is designed to enhance skills with the gas tungsten arc (TIG) welding process. Topics include setup, joint preparation, and electrode selection with emphasis on manipulative skills in all welding positions on plate and pipe. Upon completion, students should be able to perform GTAW welds with prescribed electrodes and filler materials on various joint geometry.

WLD 141 Symbols & Specifications 2 2 0 3
Prerequisites: None
Corequisites: None

This course introduces the basic symbols and specifications used in welding. Emphasis is placed on interpretation of lines, notes, welding symbols, and specifications. Upon completion, students should be able to read and interpret symbols and specifications commonly used in welding.

WLD 143 Welding Metallurgy 1 2 0 2
Prerequisites: None
Corequisites: None

This course introduces the concepts of welding metallurgy. Emphasis is placed on basic metallurgy, effects of welding on various metals, and metal classification and identification. Upon completion, students should be able to understand basic metallurgy, materials designation, and classification systems used in welding.

WLD 215 SMAW (Stick) Pipe 1 9 0 4
Prerequisites: WLD 115 or WLD 116
Corequisites: None

This course covers the knowledge and skills that apply to welding pipe. Topics include pipe positions, joint geometry, and preparation with emphasis placed on bead application, profile, and discontinuities. Upon completion, students should be able to perform SMAW welds to applicable codes on carbon steel pipe with prescribed electrodes in various positions.

WLD 231 GTAW (TIG) Pipe 1 6 0 3
Prerequisites: WLD 132
Corequisites: None

This course covers gas tungsten arc welding on pipe. Topics include joint preparation and fit up with emphasis placed on safety, GTAW welding technique, bead application, and joint geometry. Upon completion, students should be able to perform GTAW welds to applicable codes on pipe with prescribed electrodes and filler materials in various pipe positions.

Administration and Faculty

Constance G. Allegood
Administrative Assistant to Vice President of Business Services
A.A.S., Cape Fear Community College
e-mail: callegood@cfcc.edu

Kelly Allen
Communications
B.A., Elon College
M.A., Duquesne University
e-mail: kallen@cfcc.edu

Deborah Amini
Occupational Therapy Assistant Program Director
B.S., Quinnipiac College
M.Ed., University of North Carolina - Wilmington
e-mail: damini@cfcc.edu

Payton Andrews
Sociology
B.S., M.A., University of North Carolina - Greensboro
e-mail: pandrews@cfcc.edu

Greg Arey
Political Science
B.A., University of South Alabama
M.A., Marshall University
e-mail: garey@cfcc.edu

Gwendolyn M. Armstrong
Business
B.S., Fayetteville State University
M.B.A., University of North Carolina - Wilmington
e-mail: garmstrong@cfccc.edu

Dawn C. Baldwin-Ivey
Criminal Justice
B.A., University of North Carolina - Wilmington
M.A., St John's University
e-mail: dbaldwin-ivey@cfcc.edu

Catherine L. Ballard
Pharmacy Technology Lead Instructor
B.S., Appalachian State University
Pharm.D., Campbell University
e-mail: cballard@cfcc.edu

Elgin (Joe) Barnhill
Truck Driver Training Lead Instructor
31 years truck driving experience
e-mail: jbarnhill@cfcc.edu

Barbara J. Barry
A.D.N.
B.S., University of North Carolina - Wilmington
e-mail: bbarry@cfcc.edu

Deborah L. Basket
Sociology
B.S., Campbell University
M.A., Duke University
e-mail: dbasket@cfcc.edu

Sherry L. Batchelor-Marley
Business Department Chair
B.S. Ed., M.B.A., University of Georgia
e-mail: smarley@cfcc.edu

James Bauer
Computer Engineering Technology
A.A.S., Cape Fear Community College
e-mail: jbauer@cfcc.edu

Sonya S. Beacham
A.D.N.
B.S.N., East Carolina University
M.S.N., Duke University
e-mail: sbeacham@cfcc.edu

Christian Beer
Economics
B.A., Pontifical Catholic University Rio de Janeiro
M.A., Federal University Fluminense
M.B.A., University of North Carolina - Wilmington
e-mail: cbeer@cfcc.edu

Marie Bergh-Cook
Early Childhood Education
B.S., Mansfield State University
M.A., Syracuse University
e-mail: mbergh-cook@cfcc.edu.

Stephen J. Beuth
Coordinator Ship Operations/Captain/Instructor
B.S., United States Merchant Marine Academy
Captain's License (3000 Tons, Oceans)
e-mail: sbeuth@cfcc.edu

Mary E. Bilger
ESL Coordinator
B.A., University of North Carolina - Chapel Hill
M.S., Bank Street College
e-mail: bbilger@cfcc.edu

Benjamin C. Billingsley
Art
B.F.A., M.F.A., University of NC Greensboro
e-mail: bbillingsley@cfcc.edu

David H. Bland
Business
A.A.S., Wake Technical College
B.L.S., Mary Washington College
M.B.A., Virginia Commonwealth University
e-mail: dbland@cfcc.edu

Paul B. Boettcher
Physics
B.S., Iona College
M.S., Ohio University
e-mail: pboettcher@cfcc.edu

Linda Boney
Help Desk Coordinator
A.A.S., Cape Fear Community College
e-mail: lboney@cfcc.edu

Benjamin A. Bowie
Machining Technology
Diploma, Wake Technical Community College
Diploma, Cape Fear Community College
B.A., Shaw University
M.S., North Carolina A & T State University
Certified SmartCAM Instructor
e-mail: bbowie@cfcc.edu

Vivian M. Boykin
Director of Counseling
B.S., M.S., North Carolina A & T University
e-mail: mboykin@cfcc.edu

Evelyn P. Bradley
Sociology
B.A., Virginia State University
M.A., University of North Carolina - Chapel Hill
e-mail: ebradley@cfcc.edu

Eric Brandon
Religion & Philosophy
B.A., University of California Irvine
M.A., University of Chicago
PhD, University of Chicago
e-mail: ebrandon@cfcc.edu

Robert Brennan
History
B.A., Kutztown University
M.A., Miami University
e-mail: bbrennan@cfcc.edu

Barbara Brown
Database Technician
B.S., University of North Carolina - Wilmington
e-mail: bbrown@cfcc.ecu

B. Dale Brown
Bookstore Assistant Manager
A.F.A., Southeastern Community College
B.A., B.S., University of North Carolina - Wilmington
e-mail: dbrown@cfcc.edu

Carl D. Brown
Vice President of Institutional Services
B.S., North Carolina Central University
e-mail: cbrown@cfcc.edu

Eldon E. Brown
Electronics Engineering Technology
A.A.S., Cape Fear Community College
e-mail: ebrown@cfcc.edu

L. Karen Brown
Communication
B.S., Southern Illinois University
M.A., Western Kentucky University
e-mail: kbrown@cfcc.edu

Mary Brown
Cosmetology
License, Cape Fear Community College
e-mail: mbrown@cfcc.edu

Phillip Brown
Maintenance Coordinator
e-mail: pbrown@cfcc.edu

Joel W. Brubaker
Information Systems
B.S., Ohio Dominican University
M.A., George Mason University
e-mail: jbrubaker@cfcc.edu

Steven D. Bryant
Autobody Repair
Diploma, Cape Fear Community College
e-mail: sbryant@cfcc.edu

Kimberly S. Bufkin
Instructional Assistant Chemical Technology
A.A.S., Cape Fear Community College
e-mail: kbufkin@cfcc.edu

Erica T. Burnham
ABE/AHS/GED Coordinator
B.A., University of North Carolina - Chapel Hill
M.S., Indiana University
e-mail: eburnham@cfcc.edu

Thomas G. Butler
Automotive Technology Lead Instructor
A.A.S., Cape Fear Community College
e-mail: tbutler@cfcc.edu

Joanna Cain
A.D.N. Instructor
B.A., Emory University
B.S., Baylor University
e-mail: jcain@cfcc.edu

Jennifer F. Call
English
B.A., University of Oklahoma
M.A., Eastern Kentucky University
e-mail: jcall@cfcc.edu

Vicki M. Campbell
Accounting Lead Instructor
Certified Public Accountant
B.S., M.S., University of North Carolina - Greensboro
e-mail: vcampbell@cfcc.edu

Katie G. Canty
Administrative Office Technology Lead Instructor
B.S., North Carolina A & T University
M.S., Utah State University
ED.d., Nova Southeastern University
e-mail: kcanty@cfcc.edu

Breta Carnes
Art
B.A., M.F.A., East Carolina University
M.A., Appalachian State University
e-mail: bcarnes@cfcc.edu

Frank G. Carter, Jr.
Humanities/Fine Arts Department Chair
B.A., University of North Carolina - Chapel Hill
M.Ed., University of North Carolina - Greensboro
e-mail: fcarter@cfcc.edu

Ruby S. Casanova
Chemical Technology Lead Instructor
A.A.S., Cape Fear Community College
B.A., M.S., University of North Carolina - Wilmington
e-mail: rcasanova@cfcc.edu

Tommy R. Casey
Math
B.A., M.A., University of North Carolina - Wilmington
e-mail: tcasey@cfcc.edu

June M. Caulder
Executive Administrative Assistant
e-mail: jcaulder@cfcc.edu

Rachel S. Cavenaugh
Assistant Director of Financial Aid
B.S., University of North Carolina - Wilmington
e-mail: rcavenaugh@cfcc.edu

Monica Cegelski
Institutional Researcher
B.S., West Virginia University
M.S., Robert Morris University
e-mail: mcegelski@cfcc.edu

Jason Chaffin
English
B.A., Elon University
M.A., University of North Carolina - Wilmington
e-mail: jchaffin@cfcc.edu

G. David Chappell, Jr.
Director of Computer Services
B.S., High Point University
B.A., Atlantic Christian College
e-mail: dchappell@cfcc.edu

Jennifer Civelli
Chemistry
B.S., California Polytechnic State University
M.A., San Diego State University
e-mail: jcivelli@cfcc.edu

Catherine R. Cotter
Dental Hygiene/ Program Director Lead Instructor
A.A.S., Coastal Carolina Community College
B.A., West Virginia Wesleyan College
M.Ed., George Mason University
e-mail: ccotter@cfcc.edu

William Crawford
Media Specialist
B.A., Federal City College
M.S., University of the District of Columbia
e-mail: wcrawford@cfcc.edu

James Criswell
Geology
B.S., Waynesburg University
B.S., Phoenix University
M.S., Wright State University
e-mail: jcriswell@cfcc.edu

David Crumbacker
Truck Driver
Instructor Training Course, U.S. Army
e-mail: dcrumbacker@cfcc.edu

Carol J. Cullum
Vice President of Student Development
A.L.S., Sauk Valley Community College
B.S., National-Louis University
e-mail: ccullum@cfcc.edu

Orangel J. Daniels
Dean Arts & Sciences
B.S., Fayetteville State University
M.A., University of North Carolina - Chapel Hill
e-mail: odaniels@cfcc.edu

Vicki M. Daughtery
Early Childhood
A.A., Southeastern Community College
B.A., M.S., East Carolina University
e-mail: vdaughtery@cfcc.edu

Carrie E. Davis
Associate Executive Director of the CFCC Foundation
B.A., Duke University
M.A., St. John's College
e-mail: cdavis@cfcc.edu

Roger A. Daye
Evening Coordinator
B.A.S., M.S., Troy State University
e-mail: rdaye@cfcc.edu

Tiffany L. Devlin
Occupational Therapy Assistant/Clinical Coordinator
A.A.S., Herkimer County Community College
e-mail: ndeunger@cfcc.edu

James P. Dishaw
Hotel Restaurant Management
B.S., M.S., University of Nevada, Las Vegas
e-mail: jdishaw@cfcc.edu

Ivan A. Ditscheiner
Assistant Webmaster
B.S., M.S., North Carolina State University
e-mail: iditschneiner@cfcc.edu

M. Shawn Dixon
Automotive Body Repair Lead Instructor
ASE Master Technician
I-CAR Certified
Eighteen years automotive body repair experience
e-mail: sdixon@cfcc.edu

Nicole P. Dixon
LPN
A.A., Sandhills Community College
B.S.N., University of North Carolina - Greensboro
e-mail: ndixon@cfcc.edu

Robert Dougherty
Dental Assisting Instructor
B.S., Southern Illinois University
e-mail: bdougherty@cfcc.edu

Cindy M. Douglas
Custodian Supervisor
e-mail: cdouglas@cfcc.edu

Jerry A. Duncan
Criminal Justice
B.S., M.P.A., Jacksonville State University
B.G.S., Furman University
e-mail: jduncan@cfcc.edu

Kenneth D. Edgar, Jr.
Medium/Heavy Duty Vehicle Systems Technology/
Marine Systems Concentration
A.A.S., Cape Fear Community College
B.S., Mount Olive College - Wilmington
e-mail: kedgar@cfcc.edu

Trevor D. Edwards
Automotive Technology
A.A., Cape Fear Community College
e-mail: tedwards@cfcc.edu

Linda D. Eicken
English
B.A., M.A., M.S., Western Illinois University
e-mail: leicken@cfcc.edu

Morris E. Elsen
Math
B.S., University of Louisville
M.S., U. S. Naval Postgraduate School
e-mail: melsen@cfcc.edu

Lynn H. Ezzell
English
B.A., University of North Carolina - Greensboro
M.A., University of North Carolina - Wilmington
e-mail: lezzell@cfcc.edu

Philip R. Farinholt
Registrar
B.A., North Carolina State University
M.Ed., East Carolina University
e-mail: pfarinholt@cfcc.edu

Joyce Farthing
Clinical Coordinator Radiography
A.A.S., Rowan Technical College
e-mail: jfarthing@cfcc.edu

Genevieve Feliu
Sociology
B.A., University of North Carolina - Asheville
M.A., East Carolina University
e-mail: gfeliu@cfcc.edu

Jia Feng
Math
B.S., Chengdu University of Science & Technology
M.A., University of North Carolina - Wilmington
e-mail: jfeng@cfcc.edu

Blythe C. Ferguson
English
B.A., The American University
M.A., University of North Carolina - Wilmington
e-mail: bferguson@cfcc.edu

Susan A. Ferguson
Assistant Registrar
B.B.A., Davenport University
e-mail: sferguson@cfcc.edu

Ernesto Ferreri
Music
B.A., North Carolina School of Arts
M.A., Queens College, City University of New York
e-mail: eferreri@cfcc.edu

Nancy K. Fetter
Dental Assisting/Program Director Lead Instructor
B.S., University of Kentucky
B.Ed., University of Regina
e-mail: nfetter@cfcc.edu

Cheryl J. Fetterman
Business Administration Lead Instructor
B.A., Mary Washington College
M.B.A., University of North Carolina - Wilmington
e-mail: cfetterman@cfcc.edu

Duke Fire
Film & Video Production
B.A., California State University
e-mail: dfire@cfcc.edu

D. Susan Flynn
Sociology
B.S. Western Carolina University
M.S., Auburn University
e-mail: sholland@cfcc.edu

Jacqueline G. Foster
Counselor
B.S., M.S., East Carolina University
e-mail: jfoster@cfcc.edu

David N. Fourqurean
Religion/Philosophy
B.A., University of St. Thomas
M.A., Fuller Theological Seminary
Ph.D., Duke University
e-mail: dfourqurean@cfcc.edu

Rhonda J. Franklin
English
B.A., University of North Carolina - Greensboro
M.F.A., University of North Carolina - Wilmington
e-mail: rfranklin@cfcc.edu

Jakim Friant
UNIX System Administrator
A.A.S., Coastal Carolina Community College
B.A.S., Campbell University
e-mail: jfriant@cfcc.edu

Arlester Fullwood
GED Instructor
B.A., Long Island University
e-mail: afullwood@cfcc.edu

Frederick J. Gainer
Counselor
A.A., Northampton Community College
B.S.S., M.Ed., Pennsylvania State University
e-mail: fgainer@cfcc.edu

Phillip D. Garwood
Geology
B.A., McMaster University
M.A., Wesleyan University
e-mail: pgarwood@cfcc.edu

B. Cal Geary
Heavy Equipment and Transport Technology Lead Instructor / Marine Systems Concentration
A.A.S., A.A.S., Cape Fear Community College
Certified Marine and Diesel Instructor (USMC)
e-mail: cgeary@cfcc.edu

David W. Gillespie
Electrical
B.S., Virginia Polytechnic Institute
e-mail: dgillespie@cfcc.edu

Bruce J. Gillingham
Biology
B.S., Virginia Polytechnic Institute
M.A., University of Montana
Ph.D., University of Illinois
e-mail: bgillingham@cfcc.edu

Jay Gillock
Software Technician
A.A.S., Virginia Western Community College
A+ Certified Professional
e-mail: jgillock@cfcc.edu

Nelson Goodell
Carpentry
B.A., Louisiana State University
e-mail: ngoodell@cfcc.edu

Edgar T. Goodman, Jr.
Computer Engineering Technology
IBM Senior Customer Engineer
A+ Certification
e-mail: egoodman@cfcc.edu

Tiffany Gray
Communication
B.A., Longwood College
M.A., University of Georgia
e-mail: tgray@cfcc.edu

Mark Gray
Electronics Engineering Technology
A.A.S., Cape Fear Community College
e-mail: mgray@cfcc.edu

Thomas Green
Communication
B.S. Missouri State University
M.A., University of Arkansas
e-mail: tgreen@cfcc.edu

Donna Grier
Novell/Groupwise Administrator
A.A.S., Cape Fear Community College
e-mail: dgrier@cfcc.edu

Wesley E. Gubitz
Electrical/Electronics Lead Instructor
A.A., Chowan College
e-mail: wgubitz@cfcc.edu

Gary Gulliksen
English
B.A., Rocky Mountain College
M.A., California State University
e-mail: ggulliksen@cfcc.edu

Timothy Hagan
Drama
B.F.A., School of the Art Institute - Chicago
M.F.A., Yale University
e-mail: thagan@cfcc.edu

Beverly Hardee
Dental Hygiene/Dental Assisting
B.S.D.H., University of North Carolina - Chapel Hill
M.Ed., University of North Carolina - Wilmington
e-mail: bhardee@cfcc.edu

David M. Hardin
Public Information Officer
B.S., Shepherd College
e-mail: dhardin@cfcc.edu

Robin H. Hardin
Composition
A.A., Virginia Western Community College
B.A., Maryville College
M.A., James Madison University
e-mail: rhardin@cfcc.edu

Margaret C. Harris
Business
A.A.S., Cape Fear Community College
B.S., Shaw University
M.A., Webster University
e-mail: mharris@cfcc.edu

Christina Heikkila
Webmaster
B.S., University of North Carolina - Chapel Hill
M.S., New Mexico State University
e-mail: cheikkila@cfcc.edu

Bret Hering
Communications Technician
e-mail: bhering@cfcc.edu

Dan H. Hickman
Interim Executive Vice President
B.S., Embry Riddle University
M.Ed., University of North Carolina - Wilmington
e-mail: dhickman@cfcc.edu

Edward B. Higgins, Jr.
Public Services Department Chair
B.A. Catawba College
M.B.A., University of North Carolina - Wilmington
J.D., Wake Forest University
Licensed by the NC Bar
e-mail: ehiggins@cfcc.edu

Denise M. Hightower
Medical Transcription Lead Instructor
B.S., Clark College
e-mail: dhightower@cfcc.edu

Jody Hinson
Math
B.S., M.S., University of North Carolina - Wilmington
e-mail: jhinson@cfcc.edu

Lucien H. Hinson, Sr.
Computer Engineering Technology
A.A.S., Cape Fear Community College
e-mail: lhinson@cfcc.edu

Patrick G. Hogan
Computer Information Systems
B.S., Jacksonville University
M.S., Naval Postgraduate School
e-mail: phogan@cfcc.edu

Brenda F. Holland
ADN Level I
B.S., University of North Carolina - Wilmington (RN)
M.S., East Carolina University
e-mail: bholland@cfcc.edu

Baron W. Hood
Director Public Health and Safety
B.S., B.A., East Carolina University
e-mail: bhood@cfcc.edu

Benjamin Horton
Counselor
B.S., Wake Forest
M.A., East Carolina University
e-mail: bhorton@cfcc.edu

Mary Ann Hoskinson
Nurse Aide
A.A., Queensborough
B.S., University of Phoenix
e-mail: mhoskinson@cfcc.ecu

Paige Howard
A.D.N.
B.S., University of North Carolina - Wilmington
e-mail: phoward@cfcc.edu

Ann S. Howell
Counselor
B.S., Central Wesleyan College
M.Ed., Clemson University
e-mail: ahowell@cfcc.edu

Tracy Hudson
English
B.A., M.A., Winthrop University
e-mail: thudson@cfcc.edu

Kenneth C. Hufham
Math
B.A., M.A., University of North Carolina - Wilmington
e-mail: khufham@cfcc.edu

Gary R. Hurley, Jr.
English
B.A., M.A., East Carolina University
e-mail: ghurley@cfcc.edu

Mohammad L. Ilyas
Physics
B.S.,M.S., (Physics), University of Karachi
M.S. (Engineering), University of Oklahoma
M.S.(Physics), East Carolina University
e-mail: millyas@cfcc.edu

George F. Isham
Humanities/Philosophy/Religion
B.A., M.A., Michigan State University
Ph.D., Columbia University
e-mail: gisham@cfcc.edu

Carla Jacobs
Learning Lab Computer Facilitator
A.A. Southeastern Community College
B.A., University of North Carolina - Wilmington
M.A., University of North Carolina - Pembroke
e-mail: cjacobs@cfcc.edu

Philip Jacobs
Communication
B.A., M. A., Southern Illinois University
M.Div, Union Theological Seminary
M.A., University of Virginia
e-mail: pjacobs@cfcc.edu

Jacqueline Jebo
English
B.A., Tulsa University
M.A., Oklahoma University
Ph.D., University of Texas at Arlington
e-mail: jjebo@cfcc.edu

Deborah Johnson
Accountant
A.A.S., Johnston Community College
e-mail: djohnson@cfcc.edu

Ella L. Johnson
Cosmetology
Cosmetology Instructor Course Brunswick
Community College
e-mail: ejohnson@cfcc.edu

John R. Johnson (Randy)
Machining Technology Lead Instructor
Diploma, A. A. S., Cape Fear Community College
Certified SmartCAM Instructor
e-mail: rjohnson@cfcc.edu

Michael Johnson
Horticulture
Certificate, U.S. Army
e-mail: mjohnson@cfcc.edu

R. Anthony Johnson
English
B.A., M.B.A., North Carolina State University
M.Div., Princeton
e-mail: ajohnson@cfcc.edu

Keenan E. Jones
Vocational Department Chair
HVAC/R Certificate, Brunswick Community College
B.S., M.A., University of North Carolina - Wilmington
e-mail: kjones@cfcc.edu

M. Michael Jones
Landscape Garden Lead Instructor
B.S., M.S., Auburn University
e-mail: mjones@cfcc.edu

Shigeta Judge
Cosmetology
Cosmetology Diploma, Cosmetology Instructors Training,
A.A.S., A.G.E., James Sprunt Community College
e-mail: sjudge@cfcc.edu

Joe D. Justice
Industrial Maintenance Lead Instructor
Maintenance Certification, (USAF)
Additional studies Cape Fear Community College
e-mail: jjustice@cfcc.edu

Susan L. Kaiser
Basic Skills
A.A., Marjorie Webster Jr. College
B.A., M.A., Kean College
e-mail: skaiser@cfcc.edu

Linda Kasyan
Director of Enrollment Management
B.S., Indiana University
M.Ed., University of Pittsburgh
e-mail: lkasyan@cfcc.edu

Alan R. Katz
Paralegal/Criminal Justice
B.A., City College of New York
M.S.W., East Carolina University
L.L.B., Fordham University
e-mail: akatz@cfcc.edu

William C. Keach
Reference Librarian, North Campus
A.B., Rhode Island College
M.L.I.S., University of Rhode Island
e-mail: bkeach@cfcc.edu

Genia G. Keen
Child Care Center Director/Administrator
A.A., Peace College
B.S., East Carolina University
e-mail: gkeen@cfcc.edu

Ronnie M. Kirkland
History
B.A., North Carolina State University
M.A., Appalachian State University
e-mail: rkirkland@cfcc.edu

Kevin B. Kiser
Biology
B.A., Boston University
Ph.D., Medical University of South Carolina
e-mail: kkiser@cfcc.edu

Katherine M. Komis
English
B.A., University of California
M.A., California State University - Northridge
e-mail: kkomis@cfcc.edu

Ralph B. Kornegay
Political Science
B.A., University of North Carolina - Wilmington
M.A., Ed.S., Appalachian State University
Ed.D., North Carolina State University
e-mail: rkornegay@cfcc.edu

H. Eugene Kunselman
Instrumentation Lead Instructor
B.S., Pennsylvania State University
e-mail: gkunselman@cfcc.edu

Patsy M. Lackey
Administrative Assistant to the Vice President of
Institutional Development
A.A.S., Cape Fear Community College
e-mail: plackey@cfcc.edu

Jill A. Lahnstein
English Department Chair
B.A., University of North Carolina - Chapel Hill
M.A., University of North Carolina - Wilmington
e-mail: jlahnstein@cfcc.edu

Lawone Lane
A.D.N.
B.S.N., University of North Carolina - Charlotte
M.S.N., East Carolina University
e-mail: llane@cfcc.edu

Daniel Langley
Engineering Instructional Technician
B.S., University of North Carolina - Wilmington
e-mail: dlangley@cfcc.edu

Vilma M. LeGendre
Counselor
B.S., Guilford College
M.A., Rider University
e-mail: vlegendre@cfcc.edu

Amanda Lee
Communication/Speech
B.A., M.A., Baylor University
e-mail: alee@cfcc.edu

Julie Lee
Psychology
B.A., M.S., Mississippi State University
e-mail: jlee@cfcc.edu

Michelle Lee
Administrative Assistant to VP of Instruction
A.A.S., Cape Fear Community College
e-mail: mlee@cfcc.edu

Deanna L. Lewis
Technical Services Librarian
B.A., University of North Carolina - Wilmington
M.LN., Emory University
e-mail: dlewis@cfcc.edu

Shawne T. Llewellyn
ADN
B.S.N., M.S.N., University of North Carolina - Chapel Hill
e-mail: sllewellyn@cfcc.edu

J. David Long
Shipping & Receiving Technician
e-mail: dlong@cfcc.edu

Julie Long
Assistant Student Activities Coordinator
BA; Colorado State University
MS; Georgia State University
e-mail: jlong@cfcc.edu

Karen J. Lovett
Basic Skills
B.S., Nyack College
e-mail: klovett@cfcc.edu

Marilyn L. Lowers
Culinary Technology
B.P.S., Memphis State University
Grand Diplome, Le Cordon Bleu
e-mail: mlowers@cfcc.edu

Peggy W. Lupton
Music
B.M., University of North Carolina - Chapel Hill
M.M., East Carolina University
e-mail: plupton@cfcc.edu

Marco A. Machado
Lead ESL Assessment/Retention Specialist
B.S., Escola Agrotecnica Federal de Inconfidentes, Minas Gerais, Brazil
B.S., Mount Olive College
e-mail: amachado@cfcc.edu

Unita D. Madry
Continuing Education Registrar
A.A., Wayne Community College
B.S., Mount Olive College
e-mail: umadry@cfcc.edu

Matthew K. Magne
Small Business Center Coordinator
B.S., Boston University
e-mail: mmagne@cfcc.edu

Valerie H. Maley
Math
A.A.S., Forsyth Technical College
B.S., High Point University
M.A., Appalachian State University
e-mail: vmaley@cfcc.edu

Felicia J. Malissen
French
B.A., University of North Carolina - Charlotte
M.A., Appalachian State University
Ph.D., University of Alabama
e-mail: fmalissen@cfcc.edu

Monica Marsten
Spanish
B.A., Universidad Tecnica Federico Santa Maria
M.A., University of Arizona
e-mail: mmarsten@cfcc.edu

Haywood Mason
Psychology
B.A., University of Vermont
M.A., University of North Carolina - Wilmington
e-mail: hmason@cfcc.edu

Valerie J. Mason
Culinary Lead Instructor
A.A.S., Johnson & Wales
e-mail: vmason@cfcc.edu

Thomas Massey
History
B.A., University of Wales
M.A., University of North Carolina - Wilmington
e-mail: tmassey@cfcc.edu

Anita M. Matz
ADN Level II Coordinator
B.S.N., Texas Woman's University; (RN)
M.S., East Carolina University
e-mail: amatz@cfcc.edu

Regina G. McBarron
Allied Health Department Chair
A.D.N., James Sprunt Community College
B.S.N., University State of New York ; (RN)
M.S., University of North Carolina - Wilmington
e-mail: rmcbarron@cfcc.edu

Jennifer McBride
English
B.A., M.A., University of North Carolina - Wilmington
e-mail: jmcbride@cfcc.edu

Philip D. McCaskey
History
B.A., M.A., Old Dominion University
e-mail: pmccaskey@cfcc.edu

Carolyn C. McCormick
A.D.N.
B.S.N., Aurora University
e-mail: cmccormick@cfcc.edu

Debra A. McCormick
English
B.A., University of Texas at El Paso
M.A., Drew University
e-mail: dmccormick@cfcc.edu

M. Jason McCoy
Psychology
A.A., Piedmont Technical College
B.S., Lander University
M.S., Augusta State University
e-mail: jmccoy@cfcc.edu

Ann McCray
English
B.A., Dickinson College
M.A., Texas A&M State University
e-mail: amccray@cfcc.edu

Robert H. McGee, Jr.
Director of Student Activities
B.A., MAEd., East Carolina University
e-mail: rmcgee@cfcc.edu

Eric B. McKeithan
President
B.S., North Carolina State University
M.Ed., Virginia State University
Ed.D., Virginia Polytechnic Institute and State University
e-mail: emckeithan@cfcc.edu

Valerie Melvin
Math
B.S., M.A., University of North Carolina - Wilmington
e-mail: vmelvin@cfcc.edu

Glover Melvin Jr.
Director of Burgaw Campus
B.S., Shaw University
M.A., Webster University
e-mail: gmelvin@cfcc.edu

Meredith A. Merrill
English
B.A., M.A., University of North Carolina - Wilmington
e-mail: mmerrill@cfcc.edu

Brooke Meserole
Director of Purchasing & Inventory
B.A., St. Lawrence University
M.B.A., Columbia University
e-mail: bmeserole@cfcc.edu

John Metzger
English
B.A., University of North Carolina - Wilmington
M.A., North Carolina State University
e-mail: jmetzger@cfcc.edu

Debbra Michaels
Reference Librarian
B.A., Western Maryland College
M.L.S., University of Michigan
e-mail: dmichaels@cfcc.edu

Mark Miller
Marine Science
A.A.S., Cape Fear Community College
e-mail: mvmiller@cfcc.edu

Marie Millis
Marine Lab Technician
A.A.S., Cape Fear Community College
e-mail: mmillis@cfcc.edu

Susan D. Mock
Reference Assistant LRC
B.A., University of North Carolina - Wilmington
e-mail: smock@cfcc.edu

David Monaghan
Marine Technology Instructor/Marine Superintendent
A.A.S., Cape Fear Community College
B.S., University of North Carolina - Wilmington
e-mail: dmonaghan@cfcc.edu

Grant Q. Moyer
Mechanical Engineering Lead Instructor
B.S.M.E., West Virginia University
e-mail: gmoyer@cfcc.edu

Mary P. Murray
ADN
B.S.N., M.S.N., University of North Carolina - Wilmington
e-mail: mmurray@cfcc.edu

Mary Ellen Naylor
Dental Hygiene
Certificate, Raleigh County Vocational Technical Center, Dental Assisting
A.A.S., West Virginia Institute of Technology
B.S.D.H., University of North Carolina - Chapel Hill
M.H.A., University of North Carolina - Charlotte
e-mail: mnaylor@cfcc.edu

Trista A. Nicosia
Spanish
B.A., M.A., Miami University, Ohio
e-mail: tnicosia@cfcc.edu

Omar Y. Noor Al-Deen
Computer Information Systems
B.A., Pembroke State University
M.B.A., University of North Carolina - Wilmington
Certificate in Tele-Learning, East Carolina University
e-mail: odeen@cfcc.edu

Daniel Norris
Biology
B.S., University of North Carolina - Wilmington
M.S., University of Guam
e-mail: dnorris@cfcc.edu

Kimberly H. Norris
Psychology
A.A., Dutchess Community College
B.A., University of North Carolina - Wilmington
M.S., Nova University
e-mail: knorris@cfcc.edu

Allison H. Nye
Physical Education
B.A., University of North Carolina - Wilmington
M.A. Ed., East Carolina University
e-mail: anye@cfcc.edu

Carolyn C. Oakley
Director Learning Resource Center
B.S., M.A., East Carolina University
e-mail: coakley@cfcc.edu

Deborah Oñate
Art
B.A., University of North Carolina - Wilmington
M.F.A., East Carolina University
e-mail: donate@cfcc.edu

Cheryl Organ
Bookstore Manager
A.A.S., Cape Fear Community College
e-mail: corgran@cfcc.edu

P. Joshua Padgett
HVAC Lead Instructor
Diploma HVAC, Cape Fear Community College
A.A., Cape Fear Community College
B.A., University of North Carolina - Wilmington
e-mail: jpadgett@cfcc.edu

Cynthia S. Parker
Interior Design Lead Instructor
B.F.A., East Carolina University
e-mail: cparker@cfcc.edu

James E. Parker
Computer Engineering Technology
A.A.S., Cape Fear Community College
e-mail: jeparker@cfcc.edu

James (Buster) Parker
Manager Facilities & Maintenance
Certificate, Cape Fear Community College
e-mail: jparker@cfcc.edu

James Todd Parker
Internal Auditor
B.A., Furman University
M.A., East Carolina University
email: tparker@cfcc.edu

Robert J. Parker
Marine Technician/Instructor
A.A.S., Cape Fear Community College
B.A., University of North Carolina - Chapel Hill
e-mail: rparker@cfcc.edu

Tanesha K. Parker
Spanish
B.A., University of North Carolina - Wilmington
M.A.T., University South Carolina
e-mail: tjparker@cfcc.edu

Jennifer Parrack-Rogers
English
A.A.S., Washtenaw Community College
B.S., Eastern Michigan University
M.A., University of North Carolina - Wilmington
e-mail: jprogers@cfcc.edu

Dylan Patterson
English
B.A., University of Pennsylvania
M.F.A., Naropa University
email: dpatterson@cfcc.edu

Katherine G. Peel
English
B.A., M.A., University of North Carolina - Wilmington
e-mail: kpeel@cfcc.edu

Kim S. Percell
Chemistry
B.S., Colorado State University
M.S., University of Tennessee
e-mail: kpercell@cfcc.edu

Bethany Perkins
English
B.A., Louisiana State University
M.A., University of North Carolina - Wilmington
e-mail: bperkins@cfcc.edu

Laurel A. Pettys
Real Estate Lead Instructor
B. Arch., Tulane University
M.B.A., University of North Carolina - Wilmington
e-mail: lpettys@cfcc.edu

Robert J. Philpott
Dean Vocational/Technical Education
B.S., US Coast Guard Academy
M.S., US Naval Postgraduate School
M.A., Salve Regina University
M.A., Naval War College
e-mail: rphilpott@cfcc.edu

Anita Phillips
Radiography Program Director
ARRT Certified
B.S., M.Ed., NC State University
e-mail: aphillips@cfcc.edu

David R. Piedmont
Machining Technology
A.A.S., Cape Fear Community College
e-mail: dpiedmont@cfcc.edu

Patrick Pittman
Director of Career & Testing Services
B.A., University of North Carolina - Wilmington
M.A., East Carolina University
e-mail: ppittman@cfcc.edu

Conrad M. Pope
Printing Technician
e-mail: cpope@cfcc.edu

Judith S. Porter
Computer Engineering Technology Lead Instructor
B.A., Michigan State University
M.S., University of New Haven
Certified Novell Instructor
Certified Novell Engineer
e-mail: jporter@cfcc.edu

Rebecca F. Porter (Becky)
A.A.S., Cape Fear Community College
B.S., Shaw University
e-mail: bporter@cfcc.edu

Robert P. Porter
Business
B.S., Tufts University
M.B.A., University of Pennsylvania Wharton
e-mail: rporter@cfcc.edu

Christopher (Kris) E. Pratt
Network Administrator
A.A.S., Cape Fear Community College
A+ Certified Service Technician
Certified Novell Administrator (CNA) 4, 5, and 6
Certified Novell Engineer (CNE) 4, 5, and 6
Cisco Certified Network Associate (CCNA)
e-mail: kpratt@cfcc.edu

Vickie Pridgen
Phlebotomy Lead Instructor
A.A.S., Wake Technical College
B.A., University of North Carolina - Wilmington
e-mail: vpridgen@cfcc.edu

Marsha Proctor
Reference Librarian
B.A., San Diego State
M.L.S., North Carolina Central University
e-mail: mproctor@cfcc.edu

Robert W. Puckett
Behavioral/Social Science Department Chair
B.A., M.Ed., University of Central Oklahoma
e-mail: rpuckett@cfcc.edu

Subi Rajendra
Coordinator, Learning Lab
B.S., Mt. Olive College
MBA, Webster University
e-mail: srajendra@cfcc.edu

Kathy Reeves
Payroll Accountant
B.S., University of Virginia
M.S., University of North Carolina - Wilmington
e-mail: kreeves@cfcc.edu

Melissa J. Reynolds
Communication
B.A., M.A., Auburn University
e-mail: mreynolds@cfcc.edu

N. Camellia Rice
Vice President of Business Services
A.A.S., Alamance Community College
e-mail: crice@cfcc.edu

Daniel Rice
Music
B.M., D.M.A., University of North Carolina - Greensboro
M.M., Florida State University
e-mail: drice@cfcc.edu

Margaret Robison
Executive Director to the CFCC Foundation
A.A., Peace College
B.S., East Carolina University
M.A., University of North Carolina - Greensboro
e-mail: mrobison@cfcc.edu

Jason S. Rogers
Marine Technology Department Chair
B.S., M.S., University of North Carolina - Wilmington
e-mail: jrogers@cfcc.edu

Lynn E. Rotanz
English
B.A., M.A., University of North Carolina - Wilmington
e-mail: lrotanz@cfcc.edu

Trisa C. Russell
Information Systems Technology
A.A.S., Alamance Community College
A.A.S., Durham Technical Community College
B.S., Mount Olive College
M.B.A., Webster University
e-mail: trussell@cfcc.edu

Cheryl M. Saba
English
B.A., M.A., University of North Carolina - Wilmington
e-mail: csaba@cfcc.edu

Yashu A. Sanghvi
Computer Information Systems
B.S., University of North Carolina - Wilmington
B.S., M.S., University of Baroda
e-mail: ysanghvi@cfcc.edu

Michael R. Saunders
Math
B.S., M.S., University of Vermont
e-mail: msaunders@cfcc.edu

John Schulte
Psychology
B.A., University of Missouri St Louis
M.S., Indiana State University
Psy.D, Central Michigan University
e-mail: jschulte@cfcc.edu

David Seeger
Provost (North Campus)
B.A., (Wilmington College) University of North Carolina - Wilmington
M.Ed., East Carolina University
e-mail: dseeger@cfcc.edu

Matthew Sevier
Microsoft Technical Specialist
Microsoft Certification, Santa Barbara Business College
e-mail: msevier@cfcc.edu

Jonathan W. Shands
Math
B.S., M.S., Middle Tennessee State University
e-mail: jshands@cfcc.edu

Gerry Shaver
Vice President of Institutional Development
A.A.S., Mitchell College
B.S., East Carolina University
M.Ed., University of North Carolina - Wilmington
e-mail: gshaver@cfcc.edu

Ericka Shepard
Communication/Speech
B.S., Northern Michigan University
M.A., Wichita State University
e-mail: eshepard@cfcc.edu

Gary J. Simpson
Mechanical Engineering Technology
A.A.S., Cape Fear Community College
Licensed Electrical Contractor; North Carolina Electrical Contractor's Association
e-mail: gsimpson@cfcc.edu

Peter A. Simpson
Waterfront Technician
A.A.S., Cape Fear Community College
B.A., University of North Carolina - Wilmington
U.S.C.G. 1600 Ton Captain's License
e-mail: psimpson@cfcc.edu

Ricky W. Simpson
Director/Instructor Basic Law Enforcement Training
B.A., University of North Carolina - Wilmington
e-mail: rsimpson@cfcc.edu

D. Linda Smiley
Director Financial Aid/Veterans Coordinator
A.A.S., Stanley Community College
B.S., Gardner-Webb College
e-mail: lsmiley@cfcc.edu

Clarence L. Smith
Dean Continuing Education
B.A., Fayetteville State University
M.A., East Carolina University
e-mail: csmith@cfcc.edu

David L. Smith
Light Construction Lead Instructor
B.S., Georgia Southern University
Certification, Trade and Industrial Education, North Carolina Department of Public Instruction; License, General Contractors, North Carolina Licensing Board
e-mail: dsmith@cfcc.edu

William E. Smith
Computer Information Systems
B.S., Middle Tennessee State University
M.B.A., Fairleigh Dickinson University
e-mail: wsmith@cfcc.edu

Joy L. Smoots
Biology
B.S., M.S., Eastern Illinois University
e-mail: jsmoots@cfcc.edu

Rebecca H. Souther
CDC Technician
A.A., Cape Fear Community College
e-mail: rsouther@cfcc.edu

Donald Snook
English
B.A., Augustana College
M.A., Auburn University
Ph.D., University of North Carolina - Chapel Hill
e-mail: dsnook@cfcc.edu

Joyce Spears
Early Childhood
B.S., Appalachian State University
M.a.E.D., East Carolina University
e-mail: jspears@cfcc.edu

Joel S. Spencer
Engineering Department Chair
A.A.S., Cape Fear Community College
B.T., Appalachian State University
e-mail: jspencer@cfcc.edu

Kellee A. Stacks
Sonography Program Director
B.S., University of Pittsburgh
e-mail: kstacks@cfcc.edu

Loretta F. Stackhouse
Director of Budgeting
B.S., Shaw University
M.S., Southeastern University
e-mail: lstackhouse@cfcc.edu

Charles Sterling
Spanish
B.A., M.A., University of South Carolina
M.Phil., George Washington University
M.S., Marymount University
e-mail: csterling@cfcc.edu

John Stevens
LPN
Certificate, Cape Fear Community College
A.N., Regents College
B.S., University of Phoenix
e-mail: jstevens@cfcc.edu

William (Joe) Stokes
Electronics Engineering Technology Lead Instructor
A.A.S., Cape Fear Community College
email: jstokes@cfcc.edu

Jamie Stowe
Assistant Director of Student Activities
A.A., North Iowa Area Community College
B.S., Iowa State University
e-mail: jstowe@cfcc.edu

Robert L. Suddith
Biology
B.A., B.S., Ph.D., Indiana University
e-mail: rsuddith@cfcc.edu

Robert C. Sutton
Religion/Philosophy
B.A., Virginia Wesleyan College
M.Div., M.Ph., Ph.D., Drew University
e-mail: rsutton@cfcc.edu

Paul M. Sweeney
Criminal Justice
A.A. Horry-Georgetown Technical College
B.A.I.S., Coastal Carolina University
M.C.J, University of South Carolina
e-mail: psweeney@cfcc.edu

Jeanette Szwec
Math
B.A., Temple University
M.S., Villanova University
e-mail: jszwec@cfcc.edu

James A. Tallant
Business
B.A., M.S., Louisiana State University
e-mail: jtallant@cfcc.edu

Jacquelyn G. Talman (Gail)
Cosmetology Lead Instructor
Instructor Trainee @ Troutman Beauty School
e-mail: gtalman@cfcc.edu

Stacey V. Tatum
Spanish
B.A., Lenoir-Rhyne College
M.A., Appalachian State University
e-mail: statum@cfcc.edu

H. Michael Taylor
Welding Lead Instructor
Vocational Diploma Cape Fear Community College
B.A., University of North Carolina - Wilmington
e-mail: mtaylor@cfcc.edu

Rhonda D. Tighe
Early Childhood Lead Instructor
B.S., M.S., Elmira College
e-mail: rtighe@cfcc.edu

Henry Tootoo
Maintenance Coordinator
A.A.S., Cape Fear Community College
e-mail: htootoo@cfcc.ecu

Duncan M. Trout
English
B.A., M.A., University of South Carolina
e-mail: dtrout@cfcc.edu

Holly L. Tucker
Director Basic Skills
A.A.S., IVY Tech State College
B.A., Grace College
M.A., Indiana University of Pennsylvania
Ph.D., Pennsylvania State University
e-mail: htucker@cfcc.edu

Donald E. Turner
Math
A.A., Lee College
B.S., M.Ed., Texas A & M University
e-mail: dturner@cfcc.edu

John S. Upton
Director of Personnel
B.A., Western Illinois University
e-mail: jupton@cfcc.edu

Vicky B. Valand
ABE/GED Lead Assessment Retention Specialist
B.S., Appalachian State
e-mail: vvaland@cfcc.edu

Mark X. VanCura
Biology
B.S., Benedictine University
M.S., Loyola University
J.D., Northern Illinois University
e-mail: mvancura@cfcc.edu

Greg Vandergriff
Computer Engineering Technology
A.A.S., Cape Fear Community College
e-mail: gvandergriff@cfcc.edu

Ravindran Velauthapillai
Controller
M.B.A., M.Acc., Virginia Polytechnic Institute & State University
e-mail: rvelauthapillai@cfcc.edu

Edward A. Verge
Boatbuilding Lead Instructor
Fifteen Years Boatbuilding Experience
e-mail: everge@cfcc.edu

Mitford Walker
Masonry
e-mail: mwalker@cfcc.edu

Ann M. Wall
Mechanical Engineering Technology
A.A.S., Cape Fear Community College
e-mail: awall@cfcc.edu

Holly Walters
Biology
B.S., University of North Carolina - Chapel Hill
Ph.D, Wake Forest University
e-mail: hwalters@cfcc.edu

James A. Walters
Math
B.A., Marshall University
M.Ed., North Carolina State University
e-mail: jwalters@cfcc.edu

John Ward
Criminal Justice
Certificate, West Virginia State Police Academy
B.A., Marshall University
M.S., Indiana State University
Certified Police Officer
e-mail: jward@cfcc.edu

Kay F. Warren
Huskins/Cooperative Education Coordinator and Instructor
B.S. East Carolina University
e-mail: kwarren@cfcc.edu

M. Melissa Watson
Information Systems Technology
B.S., University of North Carolina - Wilmington
MBA, Webster University
e-mail: mmachado@cfcc.edu

Kimberly Wells-Lewis
LPN Coordinator
B.S., East Carolina University
e-mail: kwlewis@cfcc.edu

Rick E. West
Welding
Diplomas, Cape Fear Community College
Certified Pipe Welder (Nuclear), Brown and Root
Certified Boilermaker, Chicago Bridge and Iron Company
Certified Welding Instructor, American Society of Mechanical Engineers
e-mail: rwest@cfcc.edu

Judy Whaley
Sewing
e-mail: jwhaley@cfcc.edu

Sherrie Whitehead
Art
B.S., Frostburg State University
M.F.A., Savannah College of Art & Design
e-mail: swhitehead@cfcc.edu

Gary Donald Whitten
Architectural Technology
B.A., Southern Polytechnic State University
e-mail: dwhitten@cfcc.edu

Margo A. Williams
English
B.A., North Carolina Central University
M.F.A., Emerson College
e-mail: mwilliams@cfcc.edu

Donald R. Wilson
Physical Education
B.S., East Tennessee State
M.S., Winthrop University
e-mail: dwilson@cfcc.edu

Jean H. Wilson
ADN
B.S., University of North Carolina - Chapel Hill
M.A., East Carolina University
e-mail: jwilson@cfcc.edu

Keith L. Wilson
Computer Engineering Technology
B.A., Brigham Young University
M.S., University of Phoenix
e-mail: kwilson@cfcc.edu

Ronald G. Wilson
Architectural Technology Lead Instructor
B.A., University of North Carolina - Charlotte
Registered NC Architect
e-mail: rwilson@cfcc.edu

Diane L. Withrow
Hotel/Restaurant Management Lead Instructor
B.S., Illinois State University
M.S., Florida International University
e-mail: dwithrow@cfcc.edu

Cassandra Woodhouse
Business, Industry & Government Training Director
B.A., Wake Forest University
M.Ed., Campbell University
e-mail: cwoodhouse@cfcc.edu

Richard H. Zigler
Assistant Vice President for Instructional Operations
B.A., Miami University
M.A., Central Michigan University
e-mail: rzigler@cfcc.edu

Larolyn S. Zylicz
Distance Learning Department Chair
B.A., M.A., East Carolina University
Ed.D., Clemson University
e-mail: lzylicz@cfcc.edu

NOTES:

2005 - 2006 ACADEMIC PROGRAMS

COLLEGE TRANSFER

Associate in Arts

General Studies
- PreMajors
  - Art Education
  - Business Education & Marketing Education (For any student seeking a business degree at a four-year institution)
  - Criminal Justice (For students transferring to a four-year institution)
  - Elementary Education
  - English
  - English Education
  - History
  - Middle Grades Education, and Special Education
  - Political Science
  - Psychology
  - Social Work
  - Sociology
  - Speech/Communication

Associate in Fine Arts

PreMajors Drama

Associate in Science

General Studies

GENERAL EDUCATION

Associate in General Education

TECHNICAL AND VOCATIONAL PROGRAMS

Associate in Applied Science, Diploma, and Certificate Programs

- Accounting
- Air Conditioning, Heating, and Refrigeration Technology
- Architectural Technology
- Associate Degree Nursing
- Autobody Repair
- Automotive Mechanics (Automotive Systems Technology)
- Banking and Finance
- Basic Law Enforcement Training
- Boat Building
- Business Administration
- Carpentry
- Chemical Technology
- Community Spanish Interpreter
- Computer Engineering Technology
- Computer Information Systems
- Cosmetology
- Criminal Justice Technology
- Culinary Technology
- Customer Service
- Dental Assisting
- Dental Hygiene
- E-Commerce
- Early Childhood Associate
- Electrical/Electronics Technology
- Electronics Engineering Technology
- Esthetics Technology
- Film and Video Production Technology
- Hotel and Restaurant Management
  - Lodging Track
  - Restaurant Track
- Industrial Systems Technology
- Interior Design
- Instrumentation Process Controls
- Landscape Gardening
  - Retention Pond Management
- Licensed Practical Nurse Refresher
- Machining Technology
- Manicuring/Nail Technology
- Marine and Diesel Mechanics (Heavy Equipment and Transport Technology)
- Marine Propulsion Systems
- Marine Technology
- Mechanical Engineering Technology
  - Drafting (Mechanical Engineering Technology)
  - Drafting (Mechanical Engineering Technology)
  - CAD Drafting (Mechanical Engineering Technology)
  - Electrical/Electronic CAD Drafting (Mechanical Engineering Technology)
- Medical Transcription
- Medical Sonography
- Occupational Therapy Assistant
- Office Systems Technology
- Paralegal Technology
  - Civil Litigation Track
  - Real Property Track
- Pharmacy Technology
- Phlebotomy
- Practical Nursing
- Radiography
- Real Estate
- Real Estate Appraisal
- Truck Driver Training
- Welding Technology

Cape Fear
COMMUNITY COLLEGE

Wilmington Campus
411 North Front Street
Wilmington, NC 28401
910-362-7000
www.cfcc.edu

North Campus
4500 Blue Clay Road
Castle Hayne, NC 28429
910-362-7700
www.cfcc.edu